

**MEETING MINUTES  
HOMEWOOD PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
Regular Board Meeting, March 17, 2021  
7:00 P.M.**

Due to continued concerns related to the transmission of COVID-19 and the determination that meeting in person in any library space at this time would not be considered practical or prudent this meeting was conducted electronically in full compliance with the Open Meetings Act.

Members of the public wishing to share public comment were urged to send their public comments via e-mail to [hplhelp@homewoodlibrary.org](mailto:hplhelp@homewoodlibrary.org) to be read aloud during the meeting.

Members of the public wishing to phone into the meeting were instructed to do so as follows:

Dial (1 312 626 6799) and enter meeting ID: 889 9724 0201

<https://us02web.zoom.us/j/88997240201?pwd=N2hDTE9qYmt0NFJpZ3grbERGWERkdz09>

Meeting ID: 889 9724 0201

Passcode: 122974

### **Call to order**

The meeting was called to order at 7 pm by President River. Attendance by roll call: Bouchie, Ward, Nowak, Martin, Gildart, River. Director Waltman and Assistant Director Campos were also present. Trustee Harris joined the meeting at 7:04 pm.

### **Introduction of Guests**

Homewood resident and Trustee applicant Libby Morse was present and shared information about a recent New York Times article citing a library book returned after 63 years.

### **Public Comments to be read**

There was no public comment.

### **Comment Sheets**

Provided in board packet.

### **CONSENT AGENDA (Action with Roll Call Vote)**

Approval of the Minutes

- Approval of the minutes of the regular Board Meeting, February 17, 2021

Acceptance of the Financial Reports of February 2021

- Approval of the General Fund Check Registers dated February 17, 2021 and March 3, 2021
- Acceptance of the Bills Payable Report in the amount of \$152,895.22
- Payroll, IMRF and FICA payments February 2021
- Balance sheet as of February, 2021
- FY 2020-21 YTD Actual vs. Budget

Acceptance of the February, 2021 Statistical Reports

Trustee Bouchie motioned to accept the Consent Agenda as presented and Trustee Ward seconded. Roll call vote: Ayes: Bouchie, Gildart, Harris, Martin, Nowak, River, Ward. Nays: None. Motion carried.

### **Old Business**

- Reopening 2021 – consideration of at risk/compromised population hours (action)

No formal action taken. Too soon to consider changing. Will revisit at a future date.

- Trustee Appointment Process (action)

No formal action taken. Trustees agreed to meet Wednesday, April 7<sup>th</sup> starting at 7 pm with 15 minute interviews with each candidate starting at 7:30 pm. Director Waltman will coordinate and set up.

### **New Business**

- On site Insurance Activity (action)

No formal action taken. Director Waltman shared the possibility of having on site wellness testing done, in coordination with the library insurance carrier, IPBC, and a third party, as well as the Village of Homewood, who has the same insurance carrier. There are financial incentives available for the library for participating and if there are 25 participants there would be no cost to the library. Awaiting response from the Village.

- Staff event (action)

Because of COVID there was no event in December for staff as had been the case in previous years. When discussed in November the Board decided to reconsider some event in the spring. Staff will coordinate a safe way to have a minor "spring fling" celebration of sorts involving food for staff.

Trustee Ward motioned and Trustee Nowak seconded spending up to \$15 per staff member for a staff event, helping support local businesses, with details to be determined. Roll call vote: Ayes: Bouchie, Gildart, Harris, Martin, Nowak, River, Ward. Nays: None. Motion carried.

### **Director's Report**

- Per Capita Grant Application
- Grant funds received (Cook County CARES)
- Trustee/Election Information
- Health Insurance Information
- Building preparations for reopening
- Age Options update
- 2021 Organization Chart

Additionally, Director Waltman shared that she met with the Friends of the Library leadership and they are working to clear out some old items in the hope of reviving their in house book sale at some point as well as possibly hosting some outdoor book sales in the future.

Also, Director Waltman shared that an e-mail upgrade to all HPL e-mail accounts, including Trustee accounts, would be taking place the upcoming Saturday evening and should help eliminate the receiving of junk mail.

### **Board Committee Reports**

- Facility
- Finance
- Personnel
- Policy

President River asked Trustees interested in participating in the Nominating Committee (for Trustee Officers) please let her know their interest and that Trustees interested in holding office should also share that with her as well.

There was some discussion of the Dr. Seuss books that have recently discontinued publication. It was agreed no Board action was required in this regard unless there was a challenge to the collection. The books in question owned by HPL (3 of the 6 only) are still in the collection but accessible as building use only at this time.

There was also discussion about possibly meeting in person but not until more people are vaccinated. Will be discussed again in the future.

### **Adjournment**

Trustee River motioned to adjourn at 7:51 pm and Trustee Nowak seconded. Roll call vote: Ayes: Bouchie, Gildart, Harris, Martin, Nowak, River, Ward. Nays: None. Motion carried.