

**MEETING MINUTES**  
**HOMEWOOD PUBLIC LIBRARY DISTRICT**  
**BOARD OF TRUSTEES**  
**Regular Board Meeting, February 16, 2022**  
**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 will be conducted electronically in full compliance with the Open Meetings Act and the Governor's extension of this remote meeting allowance.

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 join the meeting were allowed to do so as follows:

Join via Zoom:

<https://us02web.zoom.us/j/89289066729?pwd=aHpuSGNPcDRnLzAyWURITEJWdEZ3dz09>

enter meeting ID: 892 8906 6729, Passcode: 047269

or call 1 (312) 626 6799 US (Chicago) and enter the meeting ID and pass code above.

### **Call to order**

The meeting was called to order at 7:02 pm

Present were: Trustees River, Ward, Gildart, Harris, and Uecker. Also present was Director Waltman and HPL staff members Sandy Sullivan and Margaret Novak. Absent: Trustees Nowak and Martin.

### **Introduction of Guests**

Staff members Novak and Sullivan identified themselves.

### **Public Comments**

There was no public comment.

### **Comment Sheets**

There were few comment sheets and the comments were read aloud and positive. One comment sheet in particular sang the praises of staff member Cooper Dague.

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

Approval of the Minutes

- Approval of the closed session minutes of the regular Board Meeting, November 17, 2021
- Approval of the minutes of the Regular Board Meeting, January 19, 2022

## Acceptance of the Financial Reports of January, 2022

- Approval of the General Fund Check Registers dated January 19, 2022 and February 3, 2022.
- Acceptance of the Bills Payable Report as outlined in the Financial report
- Payroll, IMRF and FICA payments January 2022
- Balance sheet as of January 2022
- FY 2021-2022 YTD Actual vs. Budget

## Acceptance of the January, 2022 Statistical Reports

**Trustee River motioned and Trustee Harris seconded approval of the Consent Agenda as presented. Ayes: River, Harris, Gildart, Ward and Uecker. Nays: None. Motion carried.**

## New Business

- COVID protocols onsite (services) (action)

Trustee River motioned and Trustee Gildart approved the recommended changes to the services on site as outlined by Director Waltman, and recommended, collectively, by the HPL Management team, noting that the current rolling positivity rate is at just 3.1% and additional service recommendations will be discussed at the next meeting.

**Ayes: River, Harris, Gildart, Ward and Uecker. Nays: None. Motion carried.**

- COVID protocols onsite (masks) (action)

Trustee Ward motioned and Trustee Uecker seconded to move forward with following the guidelines as set forth with the expected Governor's order regarding masks not being required, but still optional and encouraged, for staff or patrons in the library, with the exception of masks continuing to be required in the youth area.

**Ayes: Harris, Gildart, Ward, Uecker. Nays: River. Motion carried.**

## Closed Session

- Pursuant to 5 ILCS 120/2 (c) semi-annual review of closed session minutes
- Motion on closed session discussion (action)

## There was no closed session.

- Trustee River motioned and Trustee Ward seconded the release of all reviewed closed session minutes presented, which were for the following dates: APRIL 7, 2021, JULY 21, 2021, AUGUST 18, 2021, and NOVEMBER 17, 2021. **Ayes: River, Harris, Gildart, Ward and Uecker. Nays: None. Motion carried.**

## Old Business

- None

## **Director's Report**

- ILLINET Interlibrary Loan survey submitted
- Cook County Tax Exempt Affidavit submitted
- ASPEN Migration
- Statements of Economic Interest
- Cabling for Access One/Phones completed
- Finances in good standing
- Village of Homewood TIF Meeting
- COVID testing on site
- Humidifier/HVAC
- Generator testing complete
- Backflow testing complete

## **Board Committee Reports**

- Facility
- Finance
- Personnel
- Policy

## **Adjournment**

Trustee River motioned and Trustee Ward seconded to adjourn the meeting at 7:46 pm.

**Ayes: River, Harris, Gildart, Ward and Uecker. Nays: None. Motion carried.**