

**MEETING MINUTES**  
**HOMEWOOD PUBLIC LIBRARY DISTRICT**  
**BOARD OF TRUSTEES**  
**Regular Board Meeting, March 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 was 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 could do so as follows:

Join via Zoom:

<https://us02web.zoom.us/j/82573524568?pwd=SVFuV2h6WWxMZnJVckM3L3YzYnRZQT09>

enter meeting ID: 825 7532 4568 Passcode: 143573

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: Trustees River, Ward, Uecker, Gildart and Martin and Director Waltman. Absent: Trustees Harris and Nowak. Trustee Harris joined the meeting at 7:20 pm. Public member Karen M. joined the meeting at 7:35 pm.

### **Introduction of Guests**

None.

### **Public Comments**

None.

### **Comment Sheets**

The comments were complimentary. Discussed Makery equipment and whether there is a VHS to DVD converter in the space. Director Waltman will follow up.

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

Approval of the Minutes

- Approval of the minutes of the Regular Board Meeting, February 16, 2022

## Acceptance of the Financial Reports of February, 2022

- Approval of the General Fund Check Registers dated February 16, 2022 and March 3, 2022.
- Acceptance of the Bills Payable Report as outlined in the Financial report
- Payroll, IMRF and FICA payments February 2022
- Balance sheet as of February 2022
- FY 2021-2022 YTD Actual vs. Budget

## Acceptance of the February, 2022 Statistical Reports

**Trustee River motioned and Trustee Ward seconded to approve the Consent Agenda as presented. Ayes: River, Ward, Gildart, Martin and Uecker. Motion carried.**

## New Business

- Humidifier

Director Waltman mentioned the need for a humidifier outlined in her Director's report. There were no questions or no concerns about moving forward with this work.

- Political Candidate on-site (action)

Director Waltman shared that the library had been contacted by a candidate running for Illinois Secretary of State presenting to staff. It was agreed this would not be an appropriate use of staff time/tax dollars.

- Parental leave Policy

The draft policy was presented to the Board and discussed. There were no questions or concerns raised.

Trustee River motioned and Trustee Gildart seconded to approve the policy pending attorney review and union approval. **All present voted aye (first vote Trustee Harris was present). Motion carried.**

- April, 2022 Board Meeting

Due to various individual schedule conflicts there is interest in moving the April 20, 2022 Board meeting to a later time. It was also noted the next meeting will likely be in person unless there is another extension of the Governor's Order.

**Trustee River motioned and Trustee Ward seconded moving the April 20, 2022 meeting to 7:30 pm. All present voted aye. Motion carried.**

Member of the public Karen M. spoke a few minutes and expressed her gratitude to the staff for helping her find a group home.

### **Old Business**

- COVID protocols onsite (services)

There was discussion of the listed services and COVID protocols presented in the packet.

**Trustee River motioned and Trustee Harris seconded approval of the items listed as well as allowing the Friends of the Homewood Library to conduct their April, 2022 meeting in person. All present voted aye. Motion carried.**

There was also discussion of the updated COVID protocols for staff document which had last been updated January, 2021.

**Trustee River motioned and Trustee Harris seconded approving COVID protocols for staff as presented. All present voted aye. Motion carried.**

- Vaccine MOU (MOA)

With the impending Labor Management Meeting with the union Director Waltman wanted to get feedback from the Board regarding the current Memorandum of Agreement in place regarding staff vaccinations and COVID testing. There was also concern expressed about the current testing allowances and the ability to determine "satisfactory proof."

**Trustee River motioned and Trustee Gildart seconded maintaining the current MOA and "continuing to enforce it as written, and not weaken it in any way." All present voted aye. Motion carried.**

### **Director's Report**

- RAILS survey submitted
- SAM number renewed
- Live and Learn grant submitted
- Gate counts increasing
- Mobile Museum of Tolerance scheduled
- Finances in good standing
- National Library Week plans
- Humidifier/HVAC
- Landscaping/outdoor maintenance plans
- LMM (Labor Management Meeting) Scheduled

Director Waltman also mentioned that she would be attending a workshop hosted by Napoleon Harris in the coming week.

### **Board Committee Reports**

- Facility
- Finance
- Personnel
- Policy

No reports.

### **Adjournment**

**Trustee River motioned and Trustee Harris seconded to adjourn the meeting at 7:54 pm.  
All ayes. Motion carried.**