

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

Call to order

The meeting was called to order at 7:00 p.m. **Present:** Trustees River, Ward, Gildart, Martin, Uecker & Nowak and Director Waltman. Trustee Harris joined the meeting at 7:04 p.m. **Absent:** None

Introduction of Guests

HF Chronicle reporter Marilyn Thomas introduced herself.

Public Comments

There were no public comments.

Comment Sheets

There were no comment sheets.

CONSENT AGENDA (Action with Roll Call Vote)

Approval of the Minutes

- Approval of the minutes of the regular Board Meeting, October 6, 2021

Acceptance of the Financial Reports of October, 2021

- Approval of the General Fund Check Registers dated October 13 & 27, 2021 and November 3 & 10, 2021
- Acceptance of the Bills Payable Report as outlined in the Financial report
- Payroll, IMRF and FICA payments October 2021
- Balance sheet as of October, 2021
- FY 2020-21 YTD Actual vs. Budget

Acceptance of the October, 2021 Statistical Reports

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

Old Business

- Levy discussion – Approval of Ordinance 2021-05 ORDINANCE LEVYING AND ASSESSING TAXES OF HOMEWOOD PUBLIC LIBRARY DISTRICT, COOK COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023 (action)

Trustee Ward motioned and Trustee Gildart seconded to approve ORDINANCE 2021-05 ORDINANCE LEVYING AND ASSESSING TAXES OF HOMEWOOD PUBLIC LIBRARY DISTRICT, COOK COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023. **Ayes:** River, Gildart, Ward, Nowak, Martin, Uecker and Harris. **Nays:** None. Motion carried.

CLOSED SESSSION

Trustee River motioned and Trustee Martin seconded moving into closed session at 7:05 pm. All Ayes. Motion carried.

Trustee River and Trustee Nowak motioned to return to open session at 7:42 pm. All ayes. Motion carried.

- Pursuant to 5 ILCS 120/2 (c)(2) to discuss collective bargaining matters
- Collective bargaining matters - contract (action)

There was some discussion of concerns regarding staff vaccine status. We were assured by the union this would be addressed in the MOU.

Trustee Ward motioned and Trustee Harris seconded to approve the union contract as presented. **Ayes:** River, Gildart, Ward, Nowak, Martin, Uecker and Harris. **Nays:** None. Motion carried.

- Collective bargaining matters – MOU (action)

The MOU was discussed. There was no action. Director Waltman was directed to follow-up. In the interest of expediting the process an additional meeting to discuss the MOU with the union was scheduled.

New Business

- Non-union staff salaries/benefits (action)

Director Waltman suggested to the Board that the benefits outlined in the contract should be the same for non-union staff.

Trustee Ward motioned and Trustee Gildart seconded that the benefits for non-union staff should be equal to union staff benefits as presented. **Ayes:** River, Gildart, Ward, Nowak, Martin, Uecker and Harris. **Nays:** None. Motion carried.

- 2022 Days Closed (action)

Director Waltman presented the 2022 Days Closed calendar. Trustee River motioned and Trustee Ward seconded to approve the Days Closed calendar as

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

- FSA Extension (action)

Director Waltman presented a staff request to extend the FSA purchasing ability to May 31, 2022, from March 31, 2022.

Trustee Uecker motioned and Trustee Ward seconded the motion to extend the FSA purchasing ability as allowed. **Ayes:** River, Gildart, Ward, Nowak, Martin, Uecker and Harris. **Nays:** None. Motion carried.

- Naloxone training/distribution (action)

There was a spirited discussion about the ability of the library to be involved in this training. Trustee Harris shared information from a Cook County Department of Public health perspective that there are concerns about the management of this process at this particular juncture. Trustee Gildart expressed interest in seeing the library provide this and/or related services. Director Waltman offered to contact the police/fire about basic safety training for staff.

There was no action.

- Staff holiday gift (action)

The Board discussed again giving a \$50 appreciation gift card to staff.

Trustee River motioned and Trustee Nowak seconded to approve \$50 gift cards for staff. **Ayes:** River, Gildart, Ward, Nowak, Martin, Uecker and Harris. **Nays:** None. Motion carried.

- PLA – March 2022 (action)

There was discussion of the PLA conference in Portland, Oregon coming up in March 2022.

Trustee Ward motioned and Trustee River seconded funding 2 staff (Director Waltman, plus one manager) attending the conference, each with separate housing. **Ayes:** River, Gildart, Ward, Nowak, Martin, Uecker and Harris. **Nays:** None. Motion carried.

- Patron banning (action)

There was a very productive discussion about some specific patrons situations encountered in the library. The positive upshot was that Trustee Harris would share contact information for a person at the Mobile PADS unit, which happened, and had a successful outcome following the meeting.

The additional component of this discussion involved giving Director Waltman the authority, if, in conjunction with other management staff, the decision to temporarily ban a patron for repeated non-compliance with library behavior guidelines, needed to be made.

Trustee Uecker motioned and Trustee Harris seconded giving Director Waltman the authority to temporarily ban a patron as needed, as outlined. **Ayes:** River, Gildart, Ward, Nowak, Martin, Uecker and Harris. **Nays:** None. Motion carried.

- Landscaping proposal (action)

It was agreed to revisit landscaping needs and options in the spring. There was no action taken.

- Per Capita Standards Review

The Serving Our Public 4.0 Standards Chapters were presented as part of the board packet with areas of note highlighted.

Director's Report

- Levy hearing notice legal requirements met with prescribed deadlines (published on web site, in newspaper and in library)
- Levy preparation
- Age Options grant funds 2021-2022 – RECEIVED!
- Park District Event October 30
- Tuck pointing
- Landscaping proposal
- Finances on track
- Union contract
- Beautification Award
- Per capita requirements
- FOIA Request
- Job Description revisions in progress

Board Committee Reports

- Facility
- Finance
- Personnel
- Policy

There were no reports.

Adjournment

Trustee River motioned to adjourn the meeting at 8:57 pm and Trustee Nowak seconded. All ayes. Meeting adjourned.