

**MEETING MINUTES**  
**HOMEWOOD PUBLIC LIBRARY DISTRICT**  
**BOARD OF TRUSTEES**  
**Regular Board Meeting, September 16, 2020**  
**7:00 P.M.**

Due to the 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 in to hear the meeting were given the following information to do so:

Dial +312 626 6799 from any phone and enter meeting ID # 87864353648

**Call to order**

Trustee River called the meeting to order at 7:01 pm. **Present:** Trustees Ward, Nowak, Martin, Gildart, River and Library Director Waltman. **Absent:** Trustees Harris and Bouchie.

**Introduction of Guests**

No guests were present.

**Public Comments to be read**

There was no public comment.

**Comment Sheets**

The public comment sheets from the past few months were read with overwhelmingly positive remarks about staff and programs.

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

Approval of the Minutes

- Approval of the minutes of the regular Board August 19, 2020

Acceptance of the Financial Report of August, 2020

- Approval of the General Fund Check Register dated August 19 and September 2
- Acceptance of the Bills Payable Report in the amount of \$142,443.52
- Payroll, IMRF and FICA payments August 2020
- Balance sheet as of August, 2020
- FY 2020 YTD Actual vs. Budget

Acceptance of the August 2020 Statistical Reports

Trustee Ward motioned and Trustee Nowak seconded to approve the consent agenda as presented.

**Ayes:** Ward, River, Nowak, Gildart, Martin **Nays:** None. Motion carried

### **Old Business**

- Polling Place November 3

Follow-up information regarding what is needed for HPL to serve as a polling place for the November 3, 2020 election was provided which included the need to move all quarantined items held in the meeting room. To accomplish this the library will need to close early November 2<sup>nd</sup>. The Board was in agreement on this and there was no motion.

### **New Business**

- Reopening continued recommendations September 2020/Union letter

There was some discussion of the proposed reopening plan and the Board's interest in insuring that Homewood residents get priority regarding access. Encouraging and allowing Homewood residents only to make appointments, while all others entering may only enter as "walk ins" should help accomplish this. Numbers entering, etc., will continue to be monitored and adjustments made as needed. There was additional discussion regarding "fine free for now". A grace period was suggested as an alternative. All agreed this was a good alternative. There was discussion of the letter sent from library staff member Lisa Stilts on behalf of the union, regarding reopening, though no action, change of course or recommendation was made or needed.

Trustee Martin motioned and Trustee Gildart seconded to move ahead with the reopening plan as presented with the change to substitute a grace period instead of "fine free for now". **Ayes:** Ward, River, Nowak, Gildart, Martin **Nays:** None. Motion carried.

- Building walk through date?

Agreed to table this to discuss a date at a future meeting.

### **Director's Report**

- Staff information
- Remind App
- Grant Award
- Beautification Award
- FOIA Request
- Citizen Science
- Parade

Additionally the Director reported having just received an e-mail from Cook County regarding a possible \$5,000 grant award available for PPE. The grant application is to be submitted by October 30, 2020.

### **Board Committee Reports**

- Facility
- Finance
- Personnel
- Policy

No reports.

### **Adjournment**

Trustee River motioned to adjourn at 8:11 pm and Trustee Nowak seconded. Ayes: Ward, River, Nowak, Gildart, Martin Nays: None. Motion carried.