

LISLE LIBRARY DISTRICT
BOARD MEETING
July 15, 2020 - 7:04 p.m.

1. Roll call

Present:

Thomas Hummel - President

Marjorie Bartelli - Vice President (via GoToMeeting, arrived 7:06 p.m.)

Jenny Norton - Treasurer (via GoToMeeting)

Emily Swistak - Secretary (via GoToMeeting)

Thomas Duffy - Trustee (via GoToMeeting)

Karen Larson - Trustee (via GoToMeeting)

Liz Sullivan - Trustee (via GoToMeeting)

Also present:

Tatiana Weinstein - Director

Beth McQuillan - Assistant Director

Chris Knight - Recording Secretary

Marc Rogers - CCS International Inc., Project Manager

Graham Harwood - CCS International Inc., Principal/Director

2. Opportunity for visitors to speak - None

3. Assignments for reviewing monthly accounts payable

a. President Hummel reviewed the June billings in July

b. President Hummel and Trustee Duffy will review the July billings in August

4. Consent Agenda

a. Approve Minutes of the June 17, 2020 Board Meeting

b. Approve Minutes of the June 17, 2020 Executive Session

c. Acknowledge Treasurer's Report, 06/30/20, Investment Activity Report, 06/30/20, Current Assets Report, 06/30/20, Revenue Report, 06/30/20, and Expense Report, 06/30/20; corrected *Revenues/Special Reserve Only 05/31/20*, and *Expenses/No Special Reserve Reflected 05/31/20*.

d. Authorize Payment of Bills, 07/15/20

MOTION: Trustee Duffy moved to approve the Consent Agenda. Trustee Larson seconded.

Roll Call Vote - All Aye. The motion passed.

5. Committee Reports

a. Finance - Treasurer Norton stated that there was no update.

b. Personnel/Policy - Secretary Swistak stated she would work with Director Weinstein to set a date for the Committee's next meeting. She mentioned she would prefer to continue to meet virtually as long as the Governor's order allows.

c. Physical Plant - Vice President Bartelli stated that there was no update.

6. Executive Session

MOTION: Trustee Sullivan moved to go into Executive Session for 5 ILCS 120/2(c)(5): The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. Trustee Duffy seconded.

Roll Call Vote - All Aye. The motion passed.

The Board voted to go into Executive Session at 7:09 p.m.

The Board came back into Open Session at 9:10 p.m.

7. Unfinished Business

Facility options: CCS update and discussion

Marc Rogers, from CCS, presented a PowerPoint presentation to the Board including development updates and an overview of a Request for Qualifications (RFQ) draft.

Discussion: Trustee Sullivan requested a change to the last sentence under Project Summary on page three of the RFQ draft. Vice President Bartelli asked about square footage and potential additions. Mr. Rogers explained square foot range of costs. Mr. Rogers asked when the Board would like to see a finalized RFQ. Director Weinstein stated she would work with CCS in creating a finalized draft by the next Board meeting.

Mr. Rogers and Mr. Harwood left the meeting at 9:26 p.m.

8. Staff Reports

Vice President Bartelli asked if the Board decided upon temperature checks. Director Weinstein stated she recalled that the Board was not in favor of that action. Director Weinstein stated that all went well with the Library's reopening. She stated she was very proud of the staff and the community for complying with the LLD's safety/security guidelines during this pandemic. Vice President Bartelli asked about a potential increase in liability insurance. Director Weinstein explained that the LLD plans for increases in the B&A and that preliminary estimates are provided by LIRA, the LLD's risk agency.

9. New Business

- a. Approve Resolution 20-03: authorizing preparation and filing of the Budget and Appropriation (B&A) - Action Required

MOTION: Trustee Duffy moved to approve Resolution 20-03: authorizing preparation and filing of the Budget and Appropriation (B&A). Secretary Swistak seconded.

Discussion: Director Weinstein provided a brief review of the Budget and Appropriation process.

Roll Call Vote - All Aye. The motion passed.

- b. Approve Public Notice of Public Hearing on B&A - Action Required

MOTION: Trustee Duffy moved to approve Public Notice of Public Hearing on B&A. Treasurer Norton seconded.

Roll Call Vote - All Aye. The motion passed.

- c. Presidential appointment of a committee to review the minutes

President Hummel stated Trustee Duffy and Trustee Sullivan volunteered to be on the committee to review the fiscal year 2019-20 minutes.

10. Opportunity for Trustee comments (five minutes)

Trustee Duffy thanked Director Weinstein and all of the staff for the hard work they put into reopening the LLD. He stated he hoped everything continues to go well. Trustee Larson commented that staff is doing a great job and thanked them for everything they do. Treasurer Norton thanked all staff involved in reopening the Library and valued the leadership of Director Weinstein. Trustee Sullivan mentioned that she would not want anyone else “running the ship” during this trying time. She also stated that if the LLD was to renovate or relocate it would mean borrowing money for that endeavor. Secretary Swistak thanked Director Weinstein for the hard work and effort that went into reopening. She mentioned she was appreciative of the curbside pick-up services and for the department head quarterly reports. Vice President Bartelli gave thanks for the quarterly department reports. She mentioned the outstanding job Director Weinstein and staff did with preparations to reopen. President Hummel thanked Director Weinstein and staff for the work they’ve done during this challenging time. He mentioned the Board will review the Director’s evaluation next month.

11. Adjourn

MOTION: Secretary Swistak moved to adjourn the meeting. Trustee Duffy seconded.

Roll Call Vote - All Aye

The meeting adjourned at 9:41 p.m.

Recorded by

Chris Knight, Recording Secretary

Approved by the Board of Trustees on August 12, 2020.

Approved by

Emily Swistak, Secretary of the LLD Board of Trustees