

Palos Heights Public Library Board of Trustees

Meeting of February 18, 2021

Minutes

President Burek called the meeting to order at 7:00 PM. The meeting was conducted via Zoom video-conferencing.

The Secretary called the roll and the following Trustees were present: Snow, Foertsch, Fear, Jankowski, and Rhodes, as well as President Burek. The President declared that a quorum was present. Trustee Georgis joined the meeting shortly after roll was called.

Library Director, Jesse Blazek, and Business Manager Terry Fleckenstein were present. Dan Eallonardo, with whom the Library has a contractual relationship, will join the meeting later during the Agenda.

With publication of the meeting notice, the Director had provided the public with the opportunity to make public comment via email for reading at the meeting. None was submitted.

Minutes of the January 21<sup>st</sup>, 2021 meeting were reviewed and approved on a motion by. The vote on this motion, as are all votes in meetings on a virtual platform, was conducted by a roll call vote. It carried and the approved minutes are filed.

President Burek then called on Trustee Foertsch, Board Treasurer, to present the Treasurer's motions. The first motion, to approve the General Fund Bills for the month of January 2021, in the amount of \$136,980.85, was seconded by Trustee Georgis. On a roll call vote the motion carried. The second motion made by Trustee Foertsch was to approve Special Reserve Fund bills for the month of January 2021 in the amount of \$700. On a roll call vote, the motion carried. The third motion by Trustee Foertsch, to approve the Treasurer's report for the month ending January 31, 2021, was seconded by Trustee Rhodes and was carried on a roll call vote.

Board President Geri Burek presented her report. Trustee Hilary Rhodes has been appointed to the Long Range Planning Committee. President Burek spoke of her concern for the length of Board meetings and the resulting decision to conduct a Special Meeting, on February 17<sup>th</sup>, to address some of February's agenda. President Burek also offered the possibility of beginning Board meetings earlier and asked for comments on that idea.

Director Jesse Blazek gave his report and began with the current Phase of the Library's Re-Opening Protocol. The Library has recently gone back to Phase II, which allows patrons in the building as a result of Cook County infection rates dropping below summer of 2020's numbers. Feedback from patrons has been very positive. He predicted that virtual programming is likely to be a permanent part of the Library's program offerings; it produces a big result with less effort. Director Blazek described the subject matter covered in the recent, virtual, staff "in service" training day. When asked about Board meetings returning to in person format, the Director announced that Board meetings will continue as virtual at this time.

President Burek called for Committee Reports:

Treasurer Steve Foertsch reported that the City of Palos Heights had approved our budget and appropriation.

No further committee reports were made.

Unfinished Business

Regarding the funds attributable to Francine Zanardo's gift, the topic is deferred to the March meeting.

Regarding the scheduled discussion of the Reopening Plan: the Director reiterated that the Library Reopening Protocol is once again in Phase II status with no changes under the current virus conditions and executive orders.

Regarding the unfinished business of selecting an architect for work on the YTS renovation project, the Board discussed the virtual presentations made at the February 17<sup>th</sup> meeting, the previous night. Dan Eallonardo joined the meeting for this discussion. Trustee Jankowski added her in person observations, resulting from her site visits to a library designed by each of the candidate firms, Product Architecture & Design and Studio GC. After lengthy discussions, questions to the Director and Mr. Eallonardo, and consideration of their answers, Trustee Snow moved to hire Product Architecture & Design for this project. Trustee Georgis seconded the motion. On a roll call vote, motion carried. The Director and Mr. Eallonardo will inform the firms of our vote and proceed to the next steps.

President Burek and Director Blazek asked that the discussion of becoming a fine free library be deferred until March. Trustee Zubik, Chair of the Policy Committee, was unable to attend this meeting and should be present to speak to the proposal she worked on.

Regarding the ongoing fulfillment of the Board's obligation under the FY2021 Per Capita Grant requirements, to wit a discussion of "Serving Our Public 4.0", the Board considered the summary of the last group of the book's chapters, along with the Director's observations about the current state of PHPL operation and policy, vis a vis the book's recommendations. Having had the opportunity to consider both the reading material and these observations in their meeting packets, no further action was taken by the Board. The required review is now complete.

There was no New Business and at the President's request, Trustee Snow moved to adjourn the meeting. After Trustee Jankowski seconded the motion, the meeting was adjourned by the President at 8:28PM.

The next meeting is scheduled for March 18<sup>th</sup>, 2021 at 7:00PM.