

Minutes

Palos Heights Public Library Board of Trustees

Special/Emergency Meeting, March 16, 2020

The meeting was called to order at 9:01 AM by the President, Geri Burek. The Secretary called the roll and the following Trustees were present: Georgis, Fear, Bronson, Jankowski, Snow and Burek. The President declared a quorum was present. Library Director Jesse Blazek and Business Manager Terry Fleckenstein were also present. The purpose of the Emergency meeting was to consider the Novel Coronavirus Emergency Response Plan.

Department Heads from Public Services, Jeannine Kacmar, Circulation, Karen Skocik, and Technical Services, Suzanna Leyva, attended the meeting and were given the opportunity to address the Trustees. All spoke about the difficulties they had observed or experienced during the previous weekend when our Library was open, but other libraries were not. Ms. Kacmar summarized the concerns and the dedication of library staff when she stated that the "Library is not a hospital, nor are the staff first responders". It is "time for the Library and its many online offerings to shine"; "staff also have the capacity to work from home". The President thanked the speakers, as well as the Business Manager, and asked them to leave the Board room.

The Director reported that, as of that morning, the Illinois Library Association recommended that all libraries suspend "public operations". The Director answered questions from the Trustees. A motion to suspend "public operations until further notice" was made by Trustee Snow and seconded by Trustee Bronson. On a voice vote, the motion carried.

Further questions to the Director and discussions by the Trustees followed on the subjects of pay, unemployment compensation claims, bills, building security, mail, phones, book drop. The book drop will be closed to prevent an overflow; overdue fines will be waived.

The minutes shall reflect the unanimous appreciation of the staff, who had gone "above and beyond", with congratulations, from all of the Trustees.

Trustee Snow moved to cancel the regularly scheduled March Board meeting, which was set for March 19th. The Motion was seconded by Trustee Georgis and passed on a voice vote.

Trustee Snow then moved that the meeting be adjourned and after Trustee Georgis seconded, and the motion carried, President Burek adjourned the meeting at 9:35 AM.

Respectfully Submitted,

Susan Snow

Recording Secretary