

APPROVED

HELEN M. PLUM MEMORIAL PUBLIC LIBRARY DISTRICT
110 West Maple St. • Lombard, IL 60148

BOARD OF TRUSTEES MINUTES
September 8, 2021
7:00 p.m.
Village Hall Trustees Board Room
255 E. Wilson Avenue, Lombard IL

The meeting will be held at 7:00 p.m. at the Lombard Village Hall at the address indicated above. The public is encouraged to observe the meeting online. This meeting will be streamed live online. To watch this meeting, visit our website <https://www.helenplum.org/board/live-stream>. Those wishing to attend the meeting in person must observe the current recommendations from the CDC and IDPH regarding wearing face masks and maintaining social distance.

Public comments for this Board Meeting will be accepted by email. Public comments received by 5:00 p.m. on Wednesday, September 8, 2021 will be read at the beginning of the meeting under section IV designated for Public Comment.

Public comments should be emailed to: swilsey@helenplum.org by 5:00 p.m. on Wednesday, September 8, 2021. Please include the following information on public comments: Name, Organization represented (if any), Telephone number, and Topic or Agenda Item Number followed by "Public Comment." Public comment is limited to three minutes per person.

BOARD MEETING
BOARD OF TRUSTEES AGENDA
September 8, 2021
7:00 p.m.
Village Hall Trustees Board Room
255 E. Wilson Avenue, Lombard

- I. Call to order for Hearing on Final Budget and Appropriation Ordinance
 - a. President Pinkett-Floyd called the meeting of the Board of Trustees to order at 7:00 p.m. in the Village Hall Trustees Board Room.
- II. Pledge of Allegiance
 - a. All present recited the Pledge of Allegiance.
- III. Roll call, recording both present and absent members
 - a. Present: President Pinkett-Floyd, Vice President Marshall, Treasurer Aasmundstad Walsh, Secretary Kowalski-Schmidt; Trustees Erickson, Simms
 - b. Absent: Trustee Wiggins
 - c. Staff members present: Claudia Krauspe, Sue Wilsey, Alex Vancina, Tabatha Anderson
 - d. Guests present: no guests present

APPROVED

- IV. Hearing on Ordinance
 - a. Final Budget and Appropriation Ordinance 2021-2022-002
 - i. President Pinkett-Floyd announced the purpose of the hearing was to review the Final Budget and Appropriation Ordinance 2021-2022-002
 - b. Public presentation on Budget and Appropriation Ordinance
 - i. President Pinkett-Floyd opened the discussion to Trustees and all guests present. No additional comments were presented.
 - ii. President Pinkett-Floyd adjourned the Hearing at 7:01 p.m.

BOARD MEETING
BOARD OF TRUSTEES AGENDA
September 8, 2021
7:05 p.m. (or promptly upon conclusion of the public hearing)
Village Hall Trustees Board Room

- I. Call to order
 - a. President Pinkett-Floyd called the meeting of the Board of Trustees to order at 7:02 p.m. in the Village Hall Trustees Board Room.
- II. Pledge of Allegiance
 - a. All present recited the Pledge of Allegiance.
- III. Roll call, recording both present and absent members
 - a. Present: President Pinkett-Floyd, Vice President Marshall, Treasurer Aasmundstad Walsh, Secretary Kowalski-Schmidt; Trustees Erickson, Simms
 - b. Absent: Trustee Wiggins arrived at 7:05 p.m.
 - c. Staff members present: Claudia Krauspe, Sue Wilsey, Alex Vancina, Tabatha Anderson
 - d. Guests present: none
- IV. Public Comment
 - a. Public presentations were made by the following citizens of Lombard: No public presentations were made.
- V. ACTION ITEM: Adoption of the Agenda
 - a. Secretary Kowalski-Schmidt moved to adopt agenda. Vice President Marshall seconded motion. Six ayes, no nays. Motion passed.
- VI. ACTION ITEM: Approval of consent agenda items
 - a. Approval of minutes
 - i. Regular Board meeting, August 11, 2021
Vice President Marshall wanted to clarify a point in the August minutes. He noted that the minutes should reflect his concern about lack of mask requirements in the library building. The board agreed.

APPROVED

- b. Approval of financial reports
 - i. Check Register dated August 31, 2021
 - ii. Cash and Investments Report dated August 31, 2021
 - iii. Revenue and Expenditure vs. Budget Report dated August 31, 2021
 - iv. Balance Sheet Previous Year Comparison as of August 31, 2021
 - c. Treasurer Aasmundstad Walsh moved to approve consent agenda items as amended. Vice President Marshall seconded motion. All ayes, no nays. Motion passed.
- VII. Committee reports
- a. Audit Committee
 - i. Did not meet. Vice President Marshall, Committee Chair, noted that the committee does plan on meeting before the end of September.
 - b. Director Relations Committee
 - i. Did not meet. Treasurer Aasmundstad Walsh, Committee Chair, noted that the committee will meet at 7:00 p.m. on Thursday, September 16.
 - c. Policy and Bylaws Committee
 - i. Did not meet. Trustee Wiggins, Committee Chair, noted that the committee will meet the last Saturday of September.
- VIII. Unfinished Business
- a. No unfinished business to report.
- IX. New Business
- a. ACTION ITEM: Approval of Final Budget and Appropriation Ordinance 2021-2022-002. Roll Call Vote.
 - i. Trustee Erickson moved to approve of Final Budget and Appropriation Ordinance 2021-2022-002. Treasurer Aasmundstad Walsh seconded motion. Roll call vote. All ayes, no nays. Motion passed.
 - b. ACTION ITEM: Approval of Certified Estimate of Revenues by Source, Fiscal Year 2021-2022. Roll Call Vote.
 - i. Trustee Wiggins moved to approve of Certified Estimate of Revenues by Source, Fiscal Year 2021-2022. Vice President Marshall seconded motion. Roll call vote. All ayes, no nays. Motion passed.
 - c. ACTION ITEM: Approval to Permanently Eliminate Overdue Fines effective November 1, 2021. Roll Call Vote.
 - i. Trustee Wiggins moved to approve to Permanently Eliminate Overdue Fines effective November 1, 2021. Trustee Erickson seconded motion. Roll call vote. Six ayes, no nays, one abstained. Motion passed.
- X. Communications
- a. No communications to report.
- XI. Library Director's Report
- a. Claudia Krauspe introduced Tabatha Anderson as the new Youth Services Manager who started in June. Claudia also introduced Sara Plasman as the new Administrative Assistant who started September 7.
 - b. Claudia emailed a picture of the basement construction to everyone. President Pinkett-Floyd commented how exciting it is.

APPROVED

- c. Financial advisor Jamie Rachlin is on the agenda for the October board meeting to discuss estimate of funds needed.

XII. Departmental Reports

- a. President Pinkett-Floyd reported on a positive meeting with the city managers. They are genuinely interested in the project and excited.
- b. Tabatha Anderson reported on the Teen Do Something Challenge. The program has received national recognition. The board congratulated Tabatha on a job well done.
- c. Secretary Kowalski-Schmidt asked about an estimated completion date for the RIFD tagging project. Alex Vancina reported we will finish up by February 2022.

XIII. Adjournment: 7:33 p.m.

- a. Trustee Wiggins moved to adjourn. Vice President Marshall seconded motion. All ayes, no nays.

Approved: _____

Julie Kowalski-Schmidt
Board Secretary