FAIRVIEW HEIGHTS PUBLIC LIBRARY
Board of Trustees
Minutes of March 18, 2021 – Regular Meeting

An option to attend the meeting remotely was accessible via conference call: Phone Number: 312 626 6799 Meeting ID: 864 2061 1279

Note: Due to the COVID-19 governmental restrictions, an exemption was made to have full privileges for virtual attendance via ZOOM. P. A. 100-0640 (SB 2135) authorizes public bodies to meet remotely without the otherwise required quorum present at the meeting place.

I. OPENING OF MEETING
   A. Meeting called to order at: 7:00 p.m. by Don Baden, President
      Bill Poletti sworn in as library board trustee.
   B. ROLL CALL
      On Location: Don Baden, Jill Pifer, Library Director
      Virtual: Cindy Tippit, Linda Spencer, Karie Sheils; Deborah Smith, Rochelle Hobson
      Absent: Laura Moats; Patti Olmo:
   C. Additions to Agenda (For Discussion Only)
     • E-Magazine options
     • Staffing Issue week of 2/15/21
     • Document Shredding event
     • Venmo Business Account
     • Covid Phase 5 IL Governor plan

II. CONSENT AGENDA
   A. MINUTES
      Approval of February 18, 2021 Board Meeting
      Motion #1 (Bill Poletti/Karie Sheils) Approve Minutes of the February 18, 2021 board meeting. MOTION CARRIED 7 - 0
      Roll Call Vote: Don Baden yes; Rochelle Hobson yes; Bill Poletti yes; Karie Sheils yes; Deborah Smith yes; Linda Spencer yes; Cindy Tippit yes.
   B. Library Director’s Report (Written Report) Jill Pifer

III. APPROVAL OF ALL FINANCIAL STATEMENTS, REPORTS AND BILL LIST
     Motion# 2 (Cindy Tippit/Bill Poletti) Approve financial statements, reports and bill list. MOTION CARRIED 7 – 0
     Roll Call Vote: Don Baden yes; Rochelle Hobson yes; Bill Poletti yes; Karie Sheils yes; Deborah Smith yes; Linda Spencer yes; Cindy Tippit yes.

IV. COMMUNICATION AND CORRESPONDENCE
     • PCs for People Thank You Note
     • United States Department of Commerce Appreciation Letter

V. CITIZENS’COMMENTS (None)

VI. ILLINOIS HEARTLAND LIBRARY SYSTEM REPORT (Jill Pifer)
     • Enhanced Polaris System via SOLUS app
     • March 13, 2021 Library Trustee Forum (Linda Spencer and Bill Poletti)
VII. STANDING COMMITTEES
   A. FINANCE (Cindy Tippit) Written Report
      Committee approved minutes
   B. PERSONNEL (Laura Moats) NONE
   C. POLICY (Deborah Smith) NONE

VIII. SPECIAL COMMITTEES (None)

IX. BUSINESS
   A. Discussion on recent staff trainings
      A brief overview of training videos offered including
      EDI Training to the library staff.
   B. Review of trustee reappointments for May 2021
      Cindy Tippit, Laura Moats and Karie Sheils are due for reappointments. Laura Moats
      is not renewing her appointment.
   C. Discussion and vote on proposed changes to the Routine Banking Policy
      Motion #3 (Cindy Tippit/Deborah Smith) Approve proposed changes to the
      Routine Banking Policy as presented with deletion of closing paragraph. Motion
      Carried 7 – 0
      Roll Call Vote: Don Baden yes; Rochelle Hobson yes; Bill Poletti yes; Karie Sheils yes;
      Deborah Smith yes; Linda Spencer yes; Cindy Tippit yes.
   D. Discussion and vote for approval of funds to be used for National Library Worker
      Day 4/6/2021
      Lunch will be provided to the staff using a rewards gift card on hand and no more
      than $50.00 of library board funds to cover total cost.
   E. Discussion and vote on proposed changes to the Board of Trustees By-Laws:
      Sections V-VI
      Motion #4 (Deborah Smith/Karie Sheils) Approve proposed changes to the Board
      of Trustees By-laws, Sections V and VI. MOTION CARRIED 7 – 0
      Roll Call Vote: Don Baden yes; Rochelle Hobson yes; Bill Poletti yes; Karie Sheils yes;
      Deborah Smith yes; Linda Spencer yes; Cindy Tippit yes.
   F. Discussion and vote on the Library Director performance review
      Observations noted of the disparity in the trustee and staff reviews. Recommendation
      to implement strategies on 2-3 critical areas for improvement.

X. CLOSED SESSION

XI. ADJOURNMENT 8: 30 CONSENSUS

TOPICS FOR FUTURE CONSIDERATION

Respectfully submitted,

Linda A. Spencer, Secretary