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

I. OPENING OF MEETING
   A. Meeting called to order at 7:00 p.m. by Don Baden, President

   B. ROLL CALL
      Present (on location): Don Baden, Carolyn Clark, Karie Sheils, Deborah Smith, Cindy Tippit, Rochelle Hobson, Jill Pifer, Library Director. Quorum present
      Bill Poletti: attended remotely due to illness
      Pat Baeske: dialed in remotely. There was a misunderstanding in regards to reason for missing the meeting and no votes were recorded on her behalf at the meeting.
      Absent: Linda Spencer

   C. Additions to Agenda (For Discussion Only)
      • Santa’s Reindeer event 11/20 @1-3pm at the Library
      • Traditional Gingerbread House program being done as an order and pick up event first two Saturdays in December
      • Youth Services interview being conducted for full-time position
      • Mobile app launched

II. CONSENT AGENDA
   A. Approval of the October 21, 2021 Board Meeting Minutes
      Motion #1 (Cindy Tippit/Deborah Smith) Approve the October 21, 2021 Board meeting minutes with discussed change to Item D to reflect correct fiscal year FY 2022-2023 NOT FY 2022-2033.
      Roll Call Vote: Don Baden yes; Carolyn Clark yes;
                     Bill Poletti yes; Karie Sheils yes; Deborah Smith yes;
                     Cindy Tippit yes; Rochelle Hobson yes
      MOTION CARRIED 7-0

   B. Library Director’s Report (J. Pifer) Written Report

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

IV. COMMUNICATION AND CORRESPONDENCE (None)
V. CITIZENS’ COMMENTS (None)

VI. ILLINOIS HEARTLAND LIBRARY SYSTEM REPORT (None)

VII. STANDING COMMITTEES
   A. FINANCE (Cindy Tippit) none
   B. PERSONNEL (Karie Sheils) none
   C. POLICY (Pat Baeske) none

VIII. SPECIAL COMMITTEES (none)

IX. BUSINESS
   A. Discussion on Per Capita requirements (Ch. 10, 11, 12)
      Don Baden, Carolyn Clark and Rochelle Hobson led the discussion on the Library Standards Chapters 10, 11 and 12. Topics of these chapters were programming, services to youth and teens in the library as well as technology.

   B. Discussion on 2022 library board meeting schedule.
      Jill Pifer presented a schedule of dates for the 2022 board meeting schedule.
      **Motion #3 (Bill Poletti/Cindy Tippit) Approve the 2022 Board Meeting Schedule**
      **Roll Call Vote:** Don Baden **yes**; Carolyn Clark **yes**;
      Bill Poletti **yes**; Karie Sheils **yes**; Deborah Smith **yes**;
      Cindy Tippit **yes**; Rochelle Hobson **yes**
      **MOTION CARRIED 7-0**

   C. Discussion and update on the library levy letter submitted to COFH
      City Administration Committee met on 11/10/21 to discuss the library levy letter submitted by the board and subsequent abatement of the levy proposed. It was determined that the letter and possible abatement should be moved to the full City Council for further discussion at their November 16, 2021 meeting. It was read by heading only at the 11/6/21 City Council meeting and final determination on the matter will be had at the December 7, 201 meeting.

   D. Discussion and vote on adding Juneteenth to our list of observed holidays
      At this point, the City has made no determination about observing the Juneteenth holiday in 2022. No decision to observe the holiday was made by the board. A desire to see it observed was expressed but giving more time to see the City address the issue was determined to be the best course of action at this moment. This item may be brought back before the board in the event it is not addressed prior to the date in 2022.

   E. Discussion and vote on Illinois Libraries Present intergovernmental agreement (IGA)
      As part of participating in the 6 month pilot project discussed at the October 2021 meeting, the board needs to approve the IGA. As a reminder, this is a virtual
programming opportunity featuring authors and presenters of note that will run January-June 2022 available to Illinois public libraries. Our participation in this pilot will cost $75.00

Motion #4 (Deborah Smith/Bill Poletti) Approve the IGA for participation in Illinois Libraries Present

Roll Call Vote: Don Baden yes; Carolyn Clark yes;
Bill Poletti yes; Karie Sheils yes; Deborah Smith yes;
Cindy Tippit yes; Rochelle Hobson yes

MOTION CARRIED 7-0

X. Closed Session (none)

XI. Adjournment 7:49 p.m. CONSENSUS

Topics for future consideration:

Respectfully submitted,

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Karie Sheils, Library Trustee