

FAIRVIEW HEIGHTS PUBLIC LIBRARY

Board of Trustees

Minutes of January 20, 2022 – Regular Meeting

Remote Access: Phone # 312 626 6799 Meeting ID: 868 3969 1521

The continuation of the Disaster Proclamation by Gov. Pritzker is allowing for Fairview Heights Public Library to make a localized finding that it is not practical, prudent or safe to meet in person on January 20, 2022. This is based on the fact that COVID numbers are rising. In accordance with 5ILCS120/7(e), this meeting will follow the rules and procedures contained within for this virtual meeting.

I. OPENING OF MEETING

A. Meeting called to order at 7:00 p.m. by Don Baden, *President*

B. ROLL CALL

On Site: Cindy Tippit, Carolyn Clark, Pat Baeske, Karie Sheils, Jill Pifer, *Library Director*

Virtual: Don Baden, Rochelle Hobson, Bill Poletti, Deborah Smith, Linda Spencer

C. Additions to Agenda (For Discussion Only)

- Ashlee Whitaker- New Youth Services Staff
- Electronic Attendance for Meeting

Discussion on the Fairview Heights Library Electronic Meetings Policy offered clarity regarding member attendance.

II. CONSENT AGENDA

A. Approval of the November 18, 2021 Board Meeting Minutes

FOREWARD: Jill Pifer acknowledged that there was a misunderstanding in regards to Pat Baeske attending the November 18, 2021 meeting electronically as it pertained to Fairview Heights Public Library Electronic Meetings Policy'. This disallowed her participation in the same capacity as those members physically present.

Motion #1(Cindy Tippit/Karie Sheils) Approve the November 18, 2021 Board Meeting minutes with the necessary correction to remove the notation of the attendance of Pat Baeske as an observer.

Roll Call Vote: MOTION CARRIED 9 - 0

Don Baden yes; Pat Baeske yes; Carolyn Clark yes; Rochelle Hobson yes;
Bill Poletti yes; Karie Sheils yes; Deborah Smith yes; Linda Spencer yes;
Cindy Tippit yes

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

III. APPROVAL OF ALL FINANCIAL STATEMENTS, REPORTS AND BILL LIST

Motion # 2 (Deborah Smith/Bill Poletti) Approve all financial statements, reports and bill list.

Roll Call Vote: MOTION CARRIED 9 -0

Don Baden yes; Pat Baeske yes; Carolyn Clark yes; Rochelle Hobson yes;
 Bill Poletti yes; Karie Sheils yes; Deborah Smith yes; Linda Spencer yes;
 Cindy Tippit yes

IV. COMMUNICATION AND CORRESPONDENCE (None)

V. CITIZENS' COMMENTS (None)

VI. ILLINOIS HEARTLAND LIBRARY SYSTEM REPORT (J. Pifer)

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 and vote on approval of fund for duct cleaning work at the library. The grant awarded is a reimbursement grant.

The approved Illinois grant for the duct cleaning awarded to Fairview Heights Library is established on the basis of a reimbursement of payment made upon completion of work.

Motion#3 (Karie Sheils//Deborah Smith) Approve cashing out CD #6 (\$31,014.15) for payment to cover the cost for DUCTZ CLEANING (Waterloo, IL) to service the duct cleaning at the library).

Roll Call Vote: MOTION CARRIED 9 - 0

Don Baden yes; Pat Baeske yes; Carolyn Clark yes; Rochelle Hobson yes;
 Bill Poletti yes; Karie Sheils yes; Deborah Smith yes; Linda Spencer yes;
 Cindy Tippit yes

B. Discussion and vote on closing the library Saturday, February 19, 2022 for duct cleaning work.

Scheduling for the duct cleaning on February 19, 2022 falls within the time frame of a national holiday that may only require closing the library one day.

Motion #4 (Cindy Tippit/Pat Baeske) Approve closing the library on Saturday, February 19, 2022 for duct cleaning work.

Roll Call Vote: MOTION CARRIED 9-0

Don Baden yes; Pat Baeske yes; Carolyn Clark yes; Rochelle Hobson yes;
 Bill Poletti yes; Karie Sheils yes; Deborah Smith yes; Linda Spencer yes;
 Cindy Tippit yes

C. Discussion on virtual legislative meet on 2/14/22

Board members interested in attending may call or email Jill Pifer, Library director, to register for the legislative meet on February 14, 2022.

D. Discussion and vote on common loan rules that would coincide with other libraries in the SHARE consortium

A proposal for SHARE libraries to consider common loan rules is left to the discretion of individual libraries. The library director recommends leaving policies per se for the Fairview Heights Library.

Motion #5 (Bill Poletti/Pat Baeske) Table item for future discussion.

Roll Call Vote: MOTION CARRIED 8 - 1

Don Baden yes; Pat Baeske yes; Carolyn Clark yes; Rochelle Hobson yes;
Bill Poletti yes; Karie Sheils yes; Deborah Smith yes; Linda Spencer no;
Cindy Tippit yes

- E. Update on the Black History Month performance at William Holliday on 2/22/22 Fairview Heights Library partnered with the Mascoutah Library to hire the touring company, Bright Star (Ohio) for a special performance, “Black History Soldiers and Spices” to be presented at William Holliday on February 22, 2022.
- F. Discussion and vote on FY 2022-2023 proposed budget.

Motion #6 (Pat Baeske/Bill Poletti) In the future, subscriptions that fall under item 426 are to be itemized listing expenditures and costs of purchases.

Roll Call Vote: MOTION FAILED 2 Yes 7 No

Don Baden no; Pat Baeske yes; Carolyn Clark no; Rochelle Hobson no;
Bill Poletti yes; Karie Sheils no; Deborah Smith no; Linda Spencer no; Cindy Tippit no

Motion #7 (Bill Poletti/ Pat Baeske) Line item 302 (Patron Programs) should remain at \$1,000.00 and not be increased to \$1,500 in FY22/23.

Roll Call Vote: MOTION FAILED 2 Yes 7 No

Don Baden no; Pat Baeske yes; Carolyn Clark no; Rochelle Hobson no;
Bill Poletti yes; Karie Sheils no; Deborah Smith no; Linda Spencer no; Cindy Tippit no

Motion #8 (Cindy Tippit/Deborah Smith) Approve FY 2022 – 2023 proposed budget.

Roll Call Vote: MOTION CARRIED 7 YES 2 NO

Don Baden yes; Pat Baeske no; Carolyn Clark yes; Rochelle Hobson yes;
Bill Poletti no; Karie Sheils yes; Deborah Smith yes; Linda Spencer yes;
Cindy Tippit yes

- X. Closed Session (none)
- XI. Adjournment 8:01p.m. CONSENSUS

Topics for future consideration:

- Common Loan Rules Proposal
- VENMO

Respectfully submitted,

Linda A. Spencer, Secretary