

FAIRVIEW HEIGHTS PUBLIC LIBRARY
10017 Bunkum Road
Fairview Hts., IL 62208

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) that authorizes public bodies to meet remotely with the otherwise required quorum present at the meeting place. 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 19, 2023. The Library Board meeting was available for remote attendance and accessible via conference call Phone Number: 312-626-6799 Zoom Meeting Id: 815 4876 9865
<https://us02web.zoom.us/j/81548769865>

Board of Trustees

Minutes of January 19, 2023 Regular Meeting.

I. OPENING OF MEETING

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

B. ROLL CALL:

Present: (Virtual) Donna Bullock

Present: (On site) Don Baden, Pat Baeske, Carolyn Clark, Rochelle Hobson,

Karie Sheils, Deborah Smith, Linda Spencer, Jill Pifer, *Library Director*

Absent: Bill Poletti

Laura Smith (*Citizen*)- Virtual

C. Additions to Agenda (For Discussion Only)

- BRIGHT STAR George Washington Carver TRIBUTE
- Library Opening Hours: Will commence with Saturday hours extended; 10am-5pm
- Tabled item from November 17, 2022 will be brought forward in February.
- ALA E-Learning Webinar, “*Defending Intellectual Freedom: Facing Challenges and Fighting Back*” summary given by Linda Spencer, Trustee.

II. CONSENT AGENDA

A. Approval of the Board Meeting Minutes

Motion #1. (Karie Sheils/Deborah Smith) Approve the November 17, 2022 Meeting Minutes

Roll Call Vote: Don Baden yes; Pat Baeske yes; Donna Bullock yes; Carolyn Clark yes; Rochelle Hobson yes; Karie Sheils yes; Deborah Smith yes; Linda Spencer yes.

Motion Passed: Unanimous

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

There was a brief discussion on the OCLC (Online Computer Library Center) that has to do with reporting details.

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

Discussion:

Motion# 2 (Deborah Smith/Rochelle Hobson) Approve all financial statements, reports and bill list from November 2022 and December 2022.

Roll Call Vote: Don Baden yes; Pat Baeske yes; Donna Bullock yes; Carolyn Clark yes; Rochelle Hobson yes; Karie Sheils yes; Deborah Smith yes; Linda Spencer yes.

Motion Passed: Unanimous

IV. COMMUNICATION AND CORRESPONDENCE

Appreciation Card from the Library Staff and Director

V. CITIZENS' COMMENTS (None)

VI. ILLINOIS HEARTLAND LIBRARY SYSTEM REPORT (J. Pifer) NONE

VII. STANDING COMMITTEES

A. FINANCE (Karie Sheils)

The finance committee approved minutes from the January 13, 2023 committee meeting.

B. PERSONNEL (Carolyn Clark) NONE

C. POLICY (Pat Baeske) NONE

VIII. SPECIAL COMMITTEES - NONE

IX. BUSINESS

A. Update on the status of open union positions at the library.

Two positions have been filled with the hiring of an internal applicant for the part-time cataloging clerk position. The other position, part-time circulation, has been filled with an outside candidate. The Library Director will be posting the part-time Coordinator of Marketing & Programs in the coming week with the union.

B. Discussion and vote on the FY 2023-2024 proposed budget.

MOTION #3 (KarieSheils/Carolyn Clark) Approve the FY 2023-2024

Library budget.

The Library Director highlighted changes in the budget from its previous viewing in October 2022. The final dollar amount was the same as the October 2022 draft.

Roll Call Vote: Don Baden yes; Pat Baeske no; Donna Bullock yes; Carolyn Clark yes; Rochelle Hobson yes; Karie Sheils yes; Deborah Smith yes; Linda Spencer yes.

Motion Passed: 7 Yes 1 No

C. Discussion and vote on staff in-service day March 24, 2023 and day of library closure.

Motion #4 (Carolyn Clark) Approve closure of the library for staff in-service day.

Topics for the in-service training to include Violence Prevention and AED/CPR training.

Roll Call Vote: Don Baden yes; Pat Baeske yes; Donna Bullock yes; Carolyn Clark yes; Rochelle Hobson yes; Karie Sheils yes; Deborah Smith yes; Linda Spencer yes.

Motion Passed: Unanimous

D. Discussion and vote on funds for lunch at staff in-service day March 24, 2023.

Motion #5 (Karie Sheils/Pat Baeske) Approve library board funds to provide lunch for the staff in -service day on March 24, 2023.

Roll Call Vote: Don Baden yes; Pat Baeske yes; Donna Bullock yes; Carolyn Clark yes; Rochelle Hobson yes; Karie Sheils yes; Deborah Smith yes; Linda Spencer yes.

Motion Passed: Unanimous

E. Discussion and vote on changing the operating hours of the library.

Motion #6 (Karie Sheils/Pat Baeske)

Approve the changing of the library operating hours

Monday – Thursday 9:30 a. m. – 7:30 p.m.

Friday and Saturday 10:00 a.m. – 5:00 p.m.

Roll Call Vote: Don Baden yes; Pat Baeske yes; Donna Bullock yes; Carolyn Clark yes; Rochelle Hobson yes; Karie Sheils yes; Deborah Smith yes; Linda Spencer yes.

Motion Passed: Unanimous

X. Closed Session

XI. Adjournment 7:46 p.m. CONSENSUS

Topics for future consideration:

By-law Article 5 Section 9

Respectfully submitted,

Linda A. Spencer, Secretary