

# FAIRVIEW HEIGHTS PUBLIC LIBRARY

10017 Bunkum Road  
Fairview Heights, IL 62208  
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## Board of Trustees Meeting

Minutes of April 20, 2023

The meeting was available via remote and conference call. Phone Number: 312 626 6799  
ZOOM Meeting ID: 883 8706 1721

### I. OPENING OF MEETING

A. CALL TO ORDER: 7:00 p. m. by Don Baden, President

B. ROLL CALL:

**Present:** Don Baden, Pat Baeske (Virtual), Donna Bullock, Rochelle Hobson, Bill Poletti, Karie Sheils, Deborah Smith, Linda Spencer, Jill Pifer, *Library Director*

**Absent:** Carolyn Clark

C. ADDITIONS TO AGENDA

- Video - Explore More Illinois will be marketed to patrons in May
- Friends Book Sale yielded \$4,000 in sales from March sale
- Finance meeting in May: Discuss CD options
- House Bill 2789 – Book Banning Passed out of Senate Executive Committee. Consultation with lawyer will be heeded to review libraries current materials selection policy.
- Teen Area upgraded with electrical wiring and table installation completed

### II. CONSENT AGENDA

A. Approval of February 16, 2023 Board Meeting Minutes

**Motion#1 (Karie Sheils/Bill Poletti)** Approve February 16, 2023 minutes with necessary corrections to include Jill Pifer present and language to Business Item C to clarify personnel committee.

**Roll Call Vote:**

Don Baden yes; Pat Baeske yes; Donna Bullock yes; Rochelle Hobson yes; Bill Poletti yes; Karie Sheils yes; Deborah Smith yes; Linda Spencer yes. **MOTION PASSED 8-0**

B. LIBRARY DIRECTOR'S REPORT – Written Report

Discussion on the Play Away Kit

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

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

**Roll Call Vote:**

Don Baden yes; Pat Baeske yes; Donna Bullock yes; Rochelle Hobson yes; Bill Poletti yes; Karie Sheils yes; Deborah Smith yes; Linda Spencer yes. **MOTION PASSED 8-0**

IV. COMMUNICATIONS AND CORRESPONDENCE: None

V. CITIZENS' COMMENTS: None

VI. ILLINOIS HEARTLAND LIBRARY SYSTEM REPORT : None

VII. STANDING COMMITTEES

- A. FINANCE (none)
- B. PERSONNEL (none)
- C. POLICY (none)
- VIII. SPECIAL COMMITTEES (none)
- IX. BUSINESS
  - A. Update on recent staff trainings at the library  
From the March 24, 2023 training, the library qualified as a Purple One Safe Place-Violence Prevention Center with projection of May 5, 2023 to implement. The CPR TRAINING in the afternoon session afforded the library staff with practice in using an AED, STOP THE BLEED KIT and LIFE VAC APPARATUS. One of the highlights of the Reaching Forward South training was meeting SHARE personnel in person instead of Zoom or only email.
  - B. Discussion on statement of economic interest  
All trustees were prompted to submit an economic interest statement before May 1, 2023.
  - C. Discussion and vote on change to fax services fee. (Written document)  
Recommendation: No charge for receiving fax (minimal usage).  
Charge \$ 1.00 per page with a cap at \$ 10.00 for sending faxes.  
**Motion #3 (Karie Sheils/Donna Bullock)** Change fax service for sending faxes an amount of \$1.00 per page with a cap of \$10.00 and retain the no charge fee for receiving faxes.  
**Roll Call Vote:**  
Don Baden yes; Pat Baeske yes; Donna Bullock yes; Rochelle Hobson yes; Bill Poletti yes; Karie Sheils yes; Deborah Smith yes; Linda Spencer yes. **MOTION PASSED 8-0**
  - D. Discussion on COVID emergency declarations expiring on May 11, 2023 both state and federal  
The library will follow the guidelines regarding board remote attendance dictated by the statutory requirement. Voting by remote will be allowed as long as there is a quorum present on location and the statutory obligation is met.
  - E. Update on library director performance review and distribution of survey  
TBD in future meeting( May or June).
- X. Closed Session
- XI. Adjournment 7: 41 p.m.

Topics For Future Consideration

Sincerely,

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Linda A. Spencer, Secretary