

FRANKFORT PUBLIC LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
FRANKFORT PUBLIC LIBRARY
September 24, 2020
7:00 PM

- I. Call to Order
President Look called the meeting to order at 7:00 p.m.
- II. Pledge of Allegiance
Attendees recited the Pledge of Allegiance.
- III. Swearing in of John Schneider as Trustee to Fill Vacancy
John Schneider gave the oath of office as administered by Executive Director Pierre Gregoire, Notary Public.
- IV. Roll Call
Trustee Labuda called the roll call.

Present: Trustee Skibinski, Trustee Look, Trustee Albert, Trustee Slovak, Trustee Schneider, & Trustee Labuda
Absent: Trustee Tylk
Also Present: Pierre Gregoire
Citizens Advisory Committee: Emily Meszaros
- V. Introduction of Visitors
Melissa Rice, Head of Adult Services
- VI. Public Comment—Agenda Items Only
None.
- VII. Approval of Minutes from the August 27, 2020 Meeting
Motion made by Trustee Labuda to approve the minutes of the regular board meeting held August 27, 2020. Seconded by Trustee Slovak. All trustees voted "Aye." Motion carried.
- VIII. Treasurer's Report
Trustee Albert read the treasurer's report for August 2020.

- A. Balance Sheet as of August 31, 2020
- B. Review of Bills for August 2020
Motion made by Trustee Slovak to approve the bills for August 2020 as presented. Seconded by Trustee Labuda. Questions made regarding sun shade sails, Morningstar payment, & shelving funding. All trustees voted "Aye." Motion carried.
- C. Profit & Loss V. Last Year—Total profits up 6.4%. IMRF increasing 37%. Expenses up 10.7%.
- D. FY 19–20 Expense V. Budget
 - 1. Payroll expense—Director Gregoire outlined totals for overages in FY19–20 payroll budget. Includes vacation payout for former employee, staffing changes.
 - 2. Furniture expense—Director Gregoire provided breakdown of overages in FY19–20 furniture budget. Includes expenses covered by Friends of the Library and Per Capita Grant. Actual expense total is \$3,842 v. \$2,000 budget.

IX. Correspondence

Inquiry from local homeowners association about meeting room.

X. Unfinished Business

XI. New Business

A. Tax Levy Ordinance for FY20–21

Motion made by Trustee Skibinski to approve the Tax Levy Ordinance for FY20–21. Seconded by Trustee Labuda.

Roll call vote:

Slovak	AYE
Albert	AYE
Look	AYE
Skibinski	AYE
Schneider	AYE
Labuda	AYE
Tylk	—

Motion carried.

- B. Appointment of James Mommsen to Citizens Advisory Committee
 - 1. Tabled for future meeting
- C. Policy Review—Gift Ban Policy

Motion made by Trustee Skibinski to approve the review of the Gift Ban Policy. Seconded by Trustee Albert. Policy amended to include personal gifts from former, current, and prospective vendors, patrons, or contractors to library employees. All trustees voted “Aye.” Motion carried.
- D. Follow-up Status on Policy of Race & Equality
 - 1. July programs include the New Jim Crow and Feminism discussions. Black Lives Matter book display and idea box in August.
- E. Set Meeting Date for Director’s Review
 - 1. Scheduled after October 22, 2020 meeting, which is moved to 6 p.m.
- F. Sunday Hours Reassessment
 - 1. No inquiries yet from patrons requesting Sunday hours. Trustees will continue to discuss options and are considering new methods of discovering and fulfilling community needs for library services during Covid restrictions.

XII. Librarian’s Report

The board members received the August 2020 monthly librarian’s report from Director Gregoire for review by the trustees, including information on the following:

- A. August Snapshot
 - 1. Door count nearly 6,000 v. 13,000 in 2019.
- B. Expense Trends Update from 2019
 - 1. Library needs continue to exceed resources. Director Gregoire encouraged the board to consider opportunities to expand revenue to continue to serve the community fully.
- C. LED light conversion for staff area
 - 1. To be funded by line of credit from refinanced loan

XIII. Public Comment

Emily Meszaros, member of Citizens Committee, was contacted by a Frankfort resident regarding access to FPLD services.

XIV. Trustee Comment

Trustees Labuda and Slovak announced their decisions not to seek reelection for the upcoming board term. Trustee Schneider thanked the board for confirming his seat and is excited to contribute to the community. President Look thanked trustees who are

running for reelection and expressed her regrets regarding the trustees who have chosen to leave the board at the end of their term. President Look thanked the recorder for keeping detailed records for the trustees to refer to.

XV. Executive Session

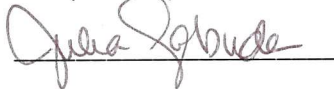
None required.

XVI. Adjournment

Motion made by Trustee Albert and seconded by Trustee Skibinski to adjourn the meeting. All trustees voted "Aye." Motion Carried.

President Look adjourned the meeting at 8:55 p.m.

Respectfully Submitted:



Julia Labuda
Secretary

Recorded By:



Jessica Stacy
Recorder