

**UNIVERSITY PARK PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting Minutes of Tuesday, August 18, 2020**

CALL TO ORDER ROLL CALL

President Young called the meeting to order at 7:35 p.m. Members of the Board present: Trustee Ruby Giddings, Trustee Marlois Green, Trustee Sheryl Jones-Harper, Trustee Phyllis M. Saunders, Trustee Deborah J. Stroud, Trustee James W. Young. Also present, Tracy Ducksworth, Library Director. Absent, Trustee Jewell Thompson.

APPROVAL OF THE CONSENT AGENDA

It was moved by Trustee Stroud to accept the agenda. Trustee Giddings seconded. Motion carried by voice vote. Ayes: 6, Nays: 0, Abs: 0

APPROVAL OF MINUTES

It was moved by Trustee Sanders to accept regular meeting minutes of July 21, 2020. Trustee Stroud seconded. Motion carried by voice vote. Ayes: 6, Nays: 0, Abs: 0

CORRESPONDENCE: Management letter/proposal from Auditor, O'Neil-Gaspardo, LLC, regarding audit representation for FY2019-2020.

FINANCIAL REPORTS:

It was moved by Trustee Jones-Harper to accept the Treasurer's report for July 2020. Trustee Stroud seconded. Motion carried by roll call. Trustee Ruby Giddings, Trustee Marlois Green, Trustee Sheryl Jones-Harper, Trustee Phyllis M. Saunders, Trustee Deborah J. Stroud, Trustee James W. Young. Nays: 0, Abs: 0

It was moved by Trustee Jones-Harper to accept the August 2020 accounts payables list in the amount of \$13,902.54. Trustee Saunders seconded. Motion carried by roll call. Trustee Ruby Giddings, Trustee Marlois Green, Trustee Sheryl Jones-Harper, Trustee Phyllis M. Saunders, Trustee Deborah J. Stroud, Trustee James W. Young. Nays: 0, Abs: 0

It was moved by Trustee Jones-Harper to transfer \$40,000.00 from Old Second Money Market to Old Second General Checking for accounts payable and two payrolls. Trustee Saunders, seconded. Motion carried by roll call. Trustee Ruby Giddings, Trustee Marilois Green, Trustee Sheryl Jones-Harper, Trustee Phyllis M. Saunders, Trustee Deborah J. Stroud, Trustee James W. Young, Nays: 0, Abs: 0

PUBLIC COMMENT: None

REPORT OF ADMINISTRATION:

President Young discussed the TIF issue and the school board. Currently the school board is not pursuing any action regarding the matter. Our attorney advises to wait and see how other entities respond to the matter. Former library trustee Deborah Orr, inquired about a box in the library for mail in ballots for this election. Ms. Ducksworth shared that Trustee Phyllis Saunders, was the first guest reader for "Storytime on Demand". She shared that staff was working on virtual programming for adults and kids, for the fall. Lastly, patrons using computers by appointment but going well along with curbside services.

OLD BUSINESS

Product Architect: Trustees were able to review and discuss initial designs, A B C & D. Trustees decided to eliminate C & D, and focus on A & B. Attorney Jason Guisinger is reviewing the contract and is adding an addendum regarding FOIA. The board will be able to approve the contract for Product Architect and execute at the September meeting.

Unattended Child Policy: It was moved by Trustee Stroud to change the age of unattended children in the library to the age of 13. Trustee Saunders seconded. Motion carried by voice vote. Ayes: 6, Nays: 0, Abs: 0.

TIF's, University Park: At this time, the library will not take any action regarding TIF's, but will continue to monitor.

NEW BUSINESS

Voting Alternative 2020: The library was asked about hosting a box to accept mail in ballots for the upcoming election. Due to concerns regarding security, accountability, and liability, the board will not pursue any action at this time.

EXECUTIVE SESSION: Personnel – Review, Library Director

It moved by Trustee Stroud to move into executive session at 8:20 p.m. by roll call. Trustee Saunders seconded. Present: Trustee Ruby Giddings, Trustee Marlois Green, Trustee Sheryl Jones-Harper, Trustee Phyllis M. Saunders, Trustee Deborah J. Stroud, Trustee James W. Young.

It was moved by Trustee Saunders to close executive session at 9:22 p.m. Present: Trustee Ruby Giddings, Trustee Marlois Green, Trustee Sheryl Jones-Harper, Trustee Phyllis M. Saunders, Trustee Deborah J. Stroud, Trustee James W. Young.

Personnel Review: Library Director:

The board set three goals for the Director:

1. Completion of the renovation project.
2. Website maintenance.
3. Historical collection for Village of University Park.

***Other Business, for announcement, deliberation and/or discussion only,
no other action to be taken.***

ADJOURNMENT: It was moved by Trustee Sanders to adjourn the meeting at 9:56 p.m. Trustee Stroud seconded. Motion carried by voice vote. Ayes: 6, Nays: 0, by: 0

Respectfully submitted

Phyllis M. Saunders,
Library Board Secretary