

**UNIVERSITY PARK PUBLIC LIBRARY DISTRICT**  
**Board of Trustees**  
**Regular Meeting Minutes of September 21, 2021**

**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 Phyllis M. Saunders, Trustee Deborah J. Stroud, Trustee Debra Taylor, and Trustee James W. Young. Also present, Library Director, Tracy Ducksworth. Absent: Trustee Jewell Thompson and Trustee Sheryl Jones-Harper.

**APPROVAL OF THE CONSENT AGENDA**

It was moved by Trustee Sanders to approve the agenda. Trustee Taylor seconded. Motion carried by voice vote. Ayes: 5, Nays: 0, Abs: 0

**APPROVAL OF MINUTES**

It was moved by Trustee Saunders to accept regular meeting minutes of Tuesday, August 17, 2021 with corrections to add Trustee in front of Trustee Phyllis Saunder's name and to correct the typos. Trustee Stroud seconded. Motion carried by voice vote. Ayes: 5, Nays: 0, Abs: 0

It was moved by Trustee Saunders to accept public hearing minutes of Tuesday, August 17, 2021. Trustee Stroud seconded. Motion carried by voice vote. Ayes: 5, Nays: 0, Abs: 0

**CORRESPONDENCE:** Ms. Ducksworth notified the board of the card she received from former Mayor of University Park, Mrs. Vivian Covington. It was a thank you card that expressed sentiments of gratitude for the work of the Ms. Ducksworth and library staff. Also, the library received a PTAB notice from Progressive Housing Inc.

**FINANCIAL REPORTS:**

It was moved by Trustee Saunders to accept the Treasurer's report for August 2021. Trustee Stroud seconded. Motion carried by roll call. Ayes: Trustee Ruby Giddings, Trustee Phyllis M. Saunders, Trustee Deborah J. Stroud, Trustee Debra Taylor, and Trustee James W. Young. Nays: 0, Abs: 0

It was moved by Trustee Saunders to accept the September 2021 accounts payables list in the amount of \$24,955.65. Trustee Stroud seconded. Motion carried by roll call. Ayes: Trustee Ruby Giddings, Trustee Phyllis M. Saunders, Trustee Deborah J. Stroud, Trustee Debra Taylor, and Trustee James W. Young. Nays: 0, Abs: 0

It was moved by Trustee Saunders to transfer \$52,000.00 from Old Second Money Market to Old Second General Checking for accounts payable and two payrolls, Trustee Thompson seconded. Motion carried by roll call. Trustee Ruby Giddings, Trustee Phyllis M. Saunders, Trustee Deborah J. Stroud, Trustee Debra Taylor, and Trustee James W. Young. Nays: 0, Abs: 0

**PUBLIC COMMENT:** None

**REPORT OF ADMINISTRATION:**

President Young thank Trustee Stroud and Trustee Taylor for attending the virtual construction meetings. He commented on the PTAB notices the library has received and suggested that we need not intervene at the point. If the larger districts intervene, then the library will benefit from their actions. The process could save the library on the overall costs.

Director Ducksworth reported that she along with two other staff members, participated in the University Park back to school parade. Also, seventy-five McDonald's gift cards were being purchased to be given to library reading club participants. A donation from Monee Township made the purchase possible. Staff has been working hard to clear clutter in library storage room so the construction company will have access to electrical and plumbing pipes. Ms. Ducksworth reported that she had asked Atty. D. Renner to review the newest PTAB notices. However, she would contact him and tell him that no further action would be necessary at this time, per library board.

**OLD BUSINESS**

The renovation project is moving right along. The quote, “When you learn to read you are forever free”, by Frederick Douglass was chosen to be printed on one of the south end walls of the new meeting room.

**NEW BUSINESS**

**Library Fax Policy Update:**

It was moved by Trustee Stroud to table the library fax policy update. Trustee Giddings seconded. Motion carried by voice vote. Ayes: 5, Nays: 0, Abs: 0

**Illinois Public Library Annual Report 2021**

It was moved by Trustee Saunders to approve the Illinois Public Library Annual Report 2021 Trustee Giddings seconded. Motion carried by roll call. Ayes: Trustee Ruby Giddings, Trustee Phyllis M. Saunders, Trustee Deborah J. Stroud, Trustee Debra Taylor, Trustee James W. Young. Nays: 0, Abs: 0

**Adolphus Solutions IT Contract Renewal**

It was moved by Trustee Taylor to approve Adolphus Solutions Contract Renewal, after approval from library attorney. Trustee Stroud seconded. Motion carried by roll call. Ayes: Trustee Ruby Giddings, Trustee Phyllis M. Saunders, Trustee Deborah J. Stroud, Trustee Debra Taylor, and Trustee James W. Young Nays: 0, Abs: 0

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

**ADJOURNMENT:** It was moved by Trustee Taylor to adjourn the meeting at 9:20 p.m. Trustee Stroud seconded. Motion carried by voice vote. Ayes: 6, Nays: 0, Abs: 0

Respectfully submitted

Phyllis M. Saunders