

UNIVERSITY PARK PUBLIC LIBRARY DISTRICT  
Board of Trustees  
Regular Meeting Minutes of Tuesday, October 18, 2022

**CALL TO ORDER ROLL CALL**

President Young called the meeting to order at 7:40 p.m. Members of the Board present: Trustee Ruby Giddings, Trustee Debra K. Taylor, Trustee Jewell Thompson, Trustee Phyllis M. Saunders, Trustee Deborah Stroud, and Trustee James W. Young. Also present, Library Director, Tracy Ducksworth, and patron Mary Truss. Absent: Trustee Sheryl Jones-Harper.

**APPROVAL OF THE CONSENT AGENDA:** It was moved by Trustee Saunders to approve the agenda. Trustee Stroud seconded. Motion carried by voice vote. Ayes: 6, Nays: 0, Abs: 0.

**APPROVAL OF MINUTES:** It was moved by Trustee Young to accept the regular meeting minutes of Tuesday, September 20, 2022. Trustee Saunders seconded. Motion carried by voice vote. Ayes: 6, Nays: 0, Abs: 0.

**CORRESPONDENCE:** None

**FINANCIAL REPORTS:**

It was moved by Trustee Stroud to accept the Treasurer's report for September 2022. Trustee Thompson seconded. Motion carried by roll call. Ayes: Trustee Ruby Giddings, Trustee Debra K. Taylor, Trustee Jewell Thompson, Trustee Phyllis M. Saunders, Trustee Deborah Stroud, and Trustee James W. Young. Nays: 0, Abs: 0.

It was moved by Trustee Stroud to transfer \$51,000 from Old Second Money Market to Old Second General Checking for October 2022 accounts payable and two payrolls, Trustee Giddings seconded. Motion carried by roll call. Ayes: Trustee Ruby Giddings, Trustee Debra K. Taylor, Trustee Jewell Thompson, Trustee Phyllis M. Saunders, Trustee Deborah Stroud, and Trustee James W. Young. Nays: 0, Abs: 0.

**PUBLIC COMMENT:**

**REPORT OF ADMINISTRATION:**

President Young provided a recap of the special meeting that was held prior to the board meeting and noted that while he understood the concerns presented by patron Mary Truss, about the meeting room policy, changes would not be necessary at this time.

Director Ducksworth was elated to report that the Double-Up Fun/Fitness initiated and spearheaded by Trustee Debra Taylor with support from the library board was a success. Shred was also a success and would be return in the spring as well as the Double-Up. Also, plans were underway for the annual Harvest Fest event with the highlight being Dave DiNaso's World of Reptiles. Lastly, new directional signage was installed at the corner of Blackhawk and University parkway, Olmstead and Western Avenue, pointing the way to UPPLD.

**OLD BUSINESS**

**Library Renovation:** The new light fixtures have been installed over the circulation desk and in the youth and adult service departments, however they aren't working as of yet because of a missing piece of hardware. New modular seating with usb/ac outlets have been ordered as well as new chairs for the computer lab.

**Meeting Room Policy Review:** It was moved by Trustee Stroud to leave the Meeting Room Policy as is, with no revisions. Trustee Thompson seconded. Motion carried by roll call.

Ayes: Trustee Ruby Giddings, Trustee Debra K. Taylor, Trustee Jewell Thompson, Trustee Deborah Stroud, and Trustee James W. Young. Nays: Trustee Phyllis Saunders. Abs: 0.

**Non-Resident Card Ordinance 2022-05:** It was moved by Trustee Giddings to approve the Non-Resident Card Ordinance 2022-05. Trustee Taylor seconded. Motion carried by roll call. Ayes: Trustee Ruby Giddings, Trustee Debra K. Taylor, Trustee Jewell Thompson, Trustee Phyllis Saunders. Trustee Deborah Stroud, and Trustee James W. Young. Nays: Abs: 0.

**Ethics Ordinance 2022-06:** It was moved by Trustee Stroud to approve Ethics Ordinance 2022-06. Trustee Giddings seconded. Motion carried by roll call. Ayes: Trustee Ruby Giddings, Trustee Debra K. Taylor, Trustee Jewell Thompson, Trustee Phyllis Saunders. Trustee Deborah Stroud, and Trustee James W. Young. Nays: Abs: 0.

**Personnel-Cost of Living Increase FY 2022:** It was moved by Trustee Stroud to approve a 3% cost of living increase for staff effective Oct. 28, 2022. Trustee Thompson seconded. Motion carried by roll call. Ayes: Trustee Ruby Giddings, Trustee Debra K. Taylor, Trustee Jewell Thompson, Trustee Phyllis Saunders, Trustee Deborah Stroud, and Trustee James W. Young. Nays: 0 Abs: 0.

**Monthly board meeting: change of day/start time:** It was moved by Trustee Stroud to table discussion to change of board meeting day/start time. Trustee Saunders seconded. Motion carried by roll call. Ayes: Trustee Ruby Giddings, Trustee Debra K. Taylor, Trustee Jewell Thompson, Trustee Deborah Stroud, and Trustee James W. Young. Nays: Trustee James Young Abs: 0.

**2023 Per Capita Grant Application:** Board will review "Serving our Public 4.0" – Chapters 4-8.

**NEW BUSINESS:**

**Illinois Public Library Annual Report FY2021-2022:** It was moved by Trustee Stroud to approve Illinois Public Library Annual Report FY2021-2022. Trustee Thompson seconded. Motion carried by roll call. Ayes: Trustee Ruby Giddings, Trustee Sheryl Jones-Harper, Trustee Phyllis M. Saunders, 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 Stroud to adjourn the meeting at 8:34 p.m. Trustee Thompson seconded. Motion carried by voice vote. Ayes: 6 Nays: 0, Abs: 0.

Respectfully submitted

T. Ducksworth  
Executive Director