

FOX RIVER GROVE PUBLIC LIBRARY DISTRICT  
REGULAR MEETING of the BOARD OF TRUSTEES  
Tuesday, August 18, 2020 at 6:30 p.m.

MINUTES

**In accordance with Governor Pritzker's Disaster Proclamation of July 24, 2020, this was a fully online meeting.**

CALL TO ORDER AND ROLL CALL – By President Medina at 6:32 p.m.

ROLL CALL – Medina, Spiek, Gipson, Thew, Campbell, Gans, Steeves. All via Zoom, all confirmed visual and audio. Cooper joined at 6:45 p.m. President Medina acknowledged Harrod on Zoom call.

INPUT FROM CITIZENS – Friends of the Library had nothing to report.

CORRESPONDENCE AND LIBRARY NEWS – All correspondence discussed.

- 1) Thank you note from Zuidema
- 2) RAILS Facebook post featuring Steeves
- 3) Oak Lawn Library Board Faces \$90K in Lost Revenue, New Leadership
- 4) Lawsuit filed to clarify Election Day holiday
- 5) Can Employers Mandate COVID-19 Vaccines?
- 6) Fox River Grove library trustee named chair, president of regional library network
- 7) Fox River Grove District 3 adjusts back-to-school plans, prepares for remote learning

CONSENT AGENDA

- 8) Items to be included in Consent Agenda
  - a. Minutes from the June 16, 2020 Board Meeting
  - b. Minutes from the June 25, 2020 Policy Committee Meeting
  - c. Minutes from the June 26, 2020 Budget Committee Meeting
  - d. Treasurer's Report Including Transfer of Funds Totaling \$49,000 for July Bills and Two Upcoming Payrolls
  - e. FOIA Information and Organization Chart for 2020-2021
- 9) Consent Agenda Approval (voice vote) - Campbell moved to approve, Gipson second, voice vote, all ayes.

COMMITTEE REPORTS

- 1) Facility Committee: Did not meet - Medina asked for volunteers for a fall walk through of the facilities. Cooper, Gans, and Gipson all volunteered. Steeves will follow up to set a date.
- 2) Budget Committee: Met Wednesday, June 24, 2020 at 9:00 a.m. – Minutes were discussed.
- 3) Policy Committee: Thursday, June 25, 2020 at 2:30 p.m. – Minutes were discussed

REPORT OF THE DIRECTOR

- 1) 2021 Elections – Steeves reviewed upcoming elections.
- 2) IPLAR Tracking 2019-2020 – Steeves shared highlights from previous fiscal year.

SPECIAL REPORTS

- 1) Youth Services (June and July) – Medina asked to share feedback of Youth Services report.

UNFINISHED BUSINESS (all possible action items)

- 1) Technology Upgrades – Steeves discussed upgrades which are complete.
- 2) Reintroducing in-person services – Steeves covered key successes and a few areas of concern since reopening. Additional discussion of fall programming staying online, and questions about how payroll tax changes will affect the library. Gipson commented that as long as the staff feel safe and Illinois is in Phase 4, staying opens seems feasible. Steeves noted that staff have been invited to comment on safety concerns and have so far shared none.

NEW BUSINESS (all possible action items)

- 1) Resolution to Update Signers on the Fox River Grove Public Library District BMO Harris Librarian Account - Gans moved to approve, Campbell second, voice vote, all ayes.
- 2) Chronology for Annual Financial Ordinances – Calendar provided by new attorney
- 3) Tentative Budget & Appropriation Ordinance 2020-9-1 - Gans moved to approve, Gipson second, voice vote, all ayes
- 4) Annual Minutes Audit – Medina thanked Campbell and Spiek for completing the audit.

TRUSTEE COMMENTS - Thew noted that communications on personal devices are subject to FOIA.

ADJOURNMENT - Campbell moved to adjourn at 7:25 p.m., Gans second, voice vote, all ayes.

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The next regular board meeting is scheduled for Tuesday, September 15, 2020, at 6:30 p.m.

Respectfully submitted,

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Jeff Media, President

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Jennifer Thew, Secretary