

FOX RIVER GROVE PUBLIC LIBRARY DISTRICT  
REGULAR MEETING of the BOARD OF TRUSTEES  
Tuesday, February 16, 2021 at 6:30 p.m.

MINUTES

**In accordance with Governor Pritzker's Executive Order 2021-04 of February 5, 2021, this was a fully online meeting.**

CALL TO ORDER AND ROLL CALL – 6:34 p.m. by President Medina. Gans, Campbell, Gipson, Cooper, Spiek, Thew and Steeves. All via Zoom, all confirmed visual and audio.

INPUT FROM CITIZENS – Julia Navik and Melanie Augle attended and are both candidates for library board. Elaina Komala, adult services manager, attended as well.

CORRESPONDENCE AND LIBRARY NEWS – All correspondence discussed.

- 1) Utica Insurance Renewal Notifications
- 2) Kendeigh Thank You

CONSENT AGENDA

- 1) Items to be included in Consent Agenda
  - a. Minutes from the January 19, 2021 Board Meeting
  - b. Treasurer's Report Including Transfer of Funds Totaling \$43,000 for January Bills and Two Upcoming Payrolls
- 2) Consent Agenda Approval (voice vote) - Campbell moved to approve, Gans second, voice vote, all ayes.

COMMITTEE REPORTS

- 1) Facility Committee: Did not meet.
- 2) Budget Committee: Will meet Thursday, March 25, 2021 at 2:00 p.m.
- 3) Policy Committee: Did not meet.

REPORT OF THE DIRECTOR – Steeves highlighted the United Way Equity, Diversity and Inclusion workshop she is attending online. Spiek asked about the illegal dumping in the library's waste bins.

SPECIAL REPORTS

- 1) Youth Services – Programs continue on-line. Kudos to Angel for her talent and patience.

UNFINISHED BUSINESS (all possible action items)

- 1) Architect Presentation – Medina discussed the architect's plan to be used as a road map to future projects. It will be discussed at Budget meeting in March.
- 2) COVID-19 – Steeves encouraging staff to wear their masks at all times, possibly even double masking. Librarians are still not prioritized in the 1B group for vaccination priority. Steeves to forward template to board members for them to send to health officials to consider library staff in the 1B group.
- 3) Trustee Election 2021 – Steeves discussed memo from library attorney concerning the installation of new board members and timing of officer election.

NEW BUSINESS (all possible action items)

- 1) Personnel Manual Review proposals - Steeves discussed having personnel policies reviewed by an independent firm. Since Personnel policy is in good shape and in line with other libraries, Steeves felt not necessary to pursue outside review.
- 2) Faronics Three-Year Agreement - Steeves presented contract to move Deep Freeze software to a cloud based platform and provide training on the data transfer. Spiek moved to accept agreement, Gans second, voice vote, all ayes.

TRUSTEE COMMENTS – Campbell had Steeves summarize the Cards for Kids policy. Campbell attended various RAILS committee meetings concerning Equity, Diversity, and Inclusion, Advocacy, and Trustee updates. Encouraged other board members to attend the roundtable discussions if possible.

ADJOURNMENT – Gans moved to adjourn at 7:30 p.m. Cooper second, voice vote, all ayes.

The next regular board meeting is scheduled for Tuesday, March 16, 2021 at 6:30 p.m.

Respectfully submitted,

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Jeff Medina, President

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Jennifer Thew, Secretary