

FOX RIVER GROVE PUBLIC LIBRARY DISTRICT  
REGULAR MEETING of the BOARD OF TRUSTEES  
Tuesday, May 18, 2021 at 6:30 p.m.

MINUTES

**In accordance with Governor Pritzker's Executive Order 2021-07 of April 22, 2021, this was a fully online meeting.**

CALL TO ORDER AND ROLL CALL – 6:33 p.m. by President Gipson. Spiek, Augle, Campbell, Navik, Cooper, and Steeves. All via Zoom, all confirmed visual and audio.

INPUT FROM CITIZENS – Elaina Komala, staff, attended the meeting.

CORRESPONDENCE AND LIBRARY NEWS – All correspondence discussed.

- 1) Lauterbach & Amen Illinois Library Benchmarking
- 2) Fox River Grove Establishes Multi-Year Water Main Infrastructure Replacement Program
- 3) Fox River Grove Eliminates Vehicle Stickers
- 4) 2021 Distribution Dates for 2020 Taxes

CONSENT AGENDA

- 1) Items to be included in Consent Agenda
  - a. Minutes from the April 13, 2021 Bylaws Revision Committee Meeting
  - b. Minutes from the April 20, 2021 Board Meeting
  - c. Treasurer's Report Including Transfer of Funds Totaling \$49,000 for April Bills and Two Upcoming Payrolls
- 2) Consent Agenda Approval (voice vote) - Spiek moved to approve. Campbell second. Voice vote, all ayes.

COMMITTEE REPORTS

- 1) Facility Committee: Did not meet.
- 2) Budget Committee: Did not meet.
- 3) Policy Committee: Did not meet.

REPORT OF THE DIRECTOR – Steeves talked about Summer Reading Club and praised Dana and Elaina for planning the programs. Beanstack will be used for the first time to manage the Summer Reading Clubs. Steeves thanked Augle and Navik for attending the new trustee orientation.

SPECIAL REPORTS

- 1) Youth Services – Gipson noted the impressive rainbow of books on display in Youth Services.

UNFINISHED BUSINESS (all possible action items)

- 1) COVID-19 - Spiek moved to continue the library's mask mandate until Illinois reaches Phase 5. Cooper second. Voice vote, all ayes.
  - Staff survey – Steeves covered the staff survey results.
  - Returning to in-person board meetings - All board members comfortable meeting in person, beginning in June.
  - Bridge to Phase 5 - Steeves highlighted Governor Pritzker's Bridge Phase Order dated May 17, 2021.
- 2) Annual spring walkthrough - Steeves will send a Doodle poll for trustee availability.
- 3) Bylaws Revisions - Gipson and Steeves discussed the 2 Bylaw drafts. Spiek move to approve the Board Bylaws Committee of the Whole Draft May 2021. Cooper second. Voice vote. Augle, Navik, Spiek, Cooper, and Gipson ayes. Campbell no. Also, Steeves discussed the process of appointing a person to the open board position.

NEW BUSINESS (all possible action items)

- 1) Regular Banking Procedures Resolution - Campbell moved to approve. Cooper second. Voice vote, all ayes.
- 2) Resolution to Update Signers on the Fox River Grove Public Library District BMO Harris Accounts and Access to the BMO Harris Safe Deposit Box - Campbell moved to approve. Cooper second. Voice vote, all ayes.
- 3) Board meeting schedule, holidays, and closures for 2021-2022 - Steeves reviewed the dates.
- 4) Contact information review - Steeves requested that trustees send her any changes in their contact information.
- 5) Review of January 2021-June 2021 closed session minutes - No closed session meetings.

TRUSTEE COMMENTS – Spiek noted that at the June meeting the consent agenda will include the ordinances covering the Board's meeting schedule, holidays, and closures for 2021-2022. He also said there will be a draft for FOIA concerning the organizational chart and the board will need to vote on any ordinance for transferring money between funds at the June meeting. Cooper complimented Gipson on running her first board meeting as president.

ADJOURNMENT - Cooper moved to adjourn at 8:14 p.m. Augle second. All in favor.

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Respectfully submitted,

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Jennifer Gipson, President

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Christopher Spiek, Secretary