MEETING MINUTES OF THE BOARD OF TRUSTEES OF POPLAR CREEK PUBLIC LIBRARY DISTRICT
Thursday October 15, 2020
Mercedes A. McGowan Board Room

1. Call to Order-President McCreary called the meeting to order at 7:00 p.m.

2. Roll Call-Trustee Bailey, Harry, Hulke, Kennedy, Khan, Student Trustee Chavda and President McCreary.
Absent-Trustee Jordan
Also Present-Executive Director Debra Stombres, Deputy Director Kris Kenney, Deputy Director Ron Pauli, Business Manager Sue Haisan, Administrative Assistant Deborah Muscarello, Reference Services Manager and Sikich LLP Auditor Dan Berg.

3. Pledge of Allegiance

4. President's Report-President McCreary reported to the Board

- Discussed the Board Review results
- Suggested calendar dates for 2021

5. Public Forum-Questions Concerning Agenda-None

6. Trustee Kennedy moved and Trustee Hulke seconded a motion to accept the agenda as changed to move 13A up before 7.

Roll Call Ayes Bailey, Harry, Hulke, Kennedy, Khan, Student Trustee Chavda And President McCreary
Nays
Absent Jordan
Motion Carried

13A. FY2019-2020 Annual Presentation-Sikich LLP Auditors-Dan Berg presented the results to the Board highlighting:

- Total fund balances went up $317,066
- General Fund (also refer to as a corporate fund) balance is up $184,781 (just enough to cover extra for the chiller project)
- Net position up by $742,199 partially due to a large bond principal payment
- Despite the pandemic, lower than projected revenues, we came out very well

Trustee Khan moved and Trustee Kennedy seconded a motion to request the Board to accept FY2019-2020 annual audit as presented by Sikich LLP

Roll Call Ayes Bailey, Harry, Hulke, Kennedy, Khan, Student Trustee Chavda And President McCreary
Nays
Absent Jordan
Motion Carried

7. Secretary's Report-Trustee Harry
Correspondence

- Thank you from Sherri Harry for the donation to MS Society
- Patron left a voicemail for Debra Stombres letting her know how happy she was with the library programs and the staff
- Secretary of State award letter for the Public Library Construction Act Grant
- Thank you from SHS for coordinating the library van
- Patron enjoyed the book club and would like us to keep it going

8. Treasurer's Report-Trustee Khan reported to the Board highlighting:

- We received $684,140.16 in tax revenue from Du Page county in September
- We received $104,552.36 in tax revenue from Cook County in September some of the Cook County monies has been a little slow to arrive due to an extension on the due date to October 1st
- Interest earned in the month of September-$517.81
- 1st quarter of the fiscal year interest=$3400.08
- At the end of September, we held $4,729,770.26 in cash and investments
  Investments with PMA are $500k

9. Trustees Report-Trustee Bailey attended the John Lennon Program and stated she had a hard time hearing on Zoom. Debra thanked Trustee Bailey for letting us know, we are doing the best we can with these programs, learning as we go along, and resourcing better solutions.

10. Teen Advisory Report-Student Trustee Chavda reported to the Board highlighting:

- Tab meeting was attended online and in person
- Reviewed Winter Programs
- Looked at potential programs for the future
- The fasfa had to be moved online to one on one sessions

11. Executive Director's Report-Debra Stombres reported to the Board highlighting:

- The Per Capita requirements for 2021 include reading the Standards Version 4.0, the Board may have to review the entire book. The deadline may be moved out, Debra asked the Board to please look over and we can then discuss by chapter at the November and December meetings.
- Debra Stombres and Peggy Maiken attended a Zoom ABOS Conference on Bookmobiles, very informative.
- Kris Kenney shared the webpage for the election with the Board
- Shared comparisons on visits and circulation (for 2019 compared to 2020)
- Discussed Senior hours with the Board can we drop them?? The Board agreed unanimously
- Colin Borows position was filled by a talented musician Johnathan Golko
- Winter Reading will begin in the middle of December and there will be an outside event in the middle of January, live Reindeer

12. Trustee Bailey moved and Trustee Khan seconded a motion to request the Board to accept the consent agenda as presented.

a. Minutes of the Regular Board Meeting -September 17, 2020
b. Minutes of the Policy Committee Meeting-October 6, 2020
c. Semi-Monthly Expenditures for $393,020.15 from 9/12/2020 through 10/09/2020
d. Motion to approve the library card policy
e. Acceptance of Executive Director's Reports

Roll Call Ayes Bailey, Harry, Hulke, Kennedy, Khan, Student Trustee Chavda And President McCreary
Nays
Absent Jordan
Motion Carried

13. Current Business

b. Trustee Bailey moved and Trustee Kennedy seconded a motion to request the Board to approve the Levy ordinance 20-03

Roll Call Ayes Bailey, Harry, Hulke, Kennedy, Khan, Student Trustee Chavda And President McCreary
Nays
Absent Jordan
Motion Carried

d. Government Documents Clean Up Discussion-Paulette Harding updated the Board on the ongoing clean up.

14. Public Forum-None

15. Comments/Topics for November Board Meeting-Executive Session for personnel review, annual report from Debra and Standards Version 4.0 for Per Capita

16. Trustee Hulke moved and Trustee Khan seconded a motion to adjourn to the next Board Meeting of November 19, 2020

Roll Call Ayes Bailey, Harry, Hulke, Kennedy, Khan, Student Trustee Chavda And President McCreary
Nays
Absent Jordan
Motion Carried

Adjourned at 7:59

Sherri Harry
Secretary

Deborah Muscarello
Administrative Assistant