MEETING MINUTES OF THE BOARD OF TRUSTEES OF POPLAR CREEK PUBLIC LIBRARY DISTRICT
Thursday June 17, 2021
7:00 p.m.
Mercedes A. McGowen Board Room

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

2. Roll Call: Trustee Bailey, Hulke, Khan, Student Trustee Patel (left at 7:25 p.m.) and President Kennedy.
Also Present: Sherri Harry, LaShaunda Jordan, Executive Director Debra Stombres, Deputy Director Kris Kenney, Business Manager Sue Haisan and Administrative Assistant Deborah Muscarello.

3. Pledge of Allegiance

4. President's Report
a. President Kennedy swore in Trustees Harry and Jordan
b. President Kennedy assigned Committee Members
Policy Committee
- Trustee Hulke (chair), Jordan, President Kennedy, Debra Stombres and Ron Pauli

Finance Committee
- Trustee Khan (chair), Bailey, Harry, President Kennedy, Debra Stombres and Sue Haisan

Building and Grounds Committee
- Trustee Khan (chair), Bailey, President Kennedy, Bill Slayton and Debra Stombres

The new Trustee will go on the Policy Committee

5. Public Forum-None

6. Trustee Bailey moved and Trustee Khan seconded a motion to accept the agenda as presented
Voice Vote Unanimous
Motion Carried

7. Secretary's Report-Trustee Bailey-Correspondence
- Grant letter from 4imprint, we received a grant of $500.00 to use towards promotional items, we purchased hand sanitizers w/logo

8. Treasurer's Report-Trustee Khan reported to the Board highlighting:
- Received $275,899.61 in tax revenue from Cook County in May
- Received $93,043.16 in tax revenue from DuPage county in May
- Interest earned in May=$64.89
- At the end of May we held $2,924,231.50 in cash and investments
- Investments with PMA are $45,779.48

9. Teen Advisory Report-Trustee Patel reported to the Board Highlighting:
- Summer reading started
- Programs this summer are following the Summer Reading Theme -Color Your World with acrylic painting and T-shirt Tie Dye

- Ideas for Fall Programming

10. Executive Directors Report-Debra Stombres reported to the Board Highlighting:
    - Security Coordinator Tony Velazquez has two 15-hour positions open
    - Kris updated the Board on Summer Reading
      1. Children's-484
      2. Adults-203 and Staff 48
      3.Teens-107
    - Circulation and Foot Traffic is up
    - Debra, Kris and Ron implemented a training video "Response to Law Enforcement Policy", the entire staff will be viewing

11. Trustee Khan moved and Trustee Jordan seconded a motion to request the Board to approve the consent agenda

a. Minutes of the Regular Board Meeting ay 20, 2021
b. Semi-Monthly Expenditures $648,735.06 from 5/13/21 through 6/10/21
c. Acceptance of Executive Director's Report

12. Current Business

a. Trustee Bailey moved and Trustee Hulke seconded a motion to request the Board to accept the quote from Bibliotheca Open + Solution for the Branch not to exceed $36,580.00

Roll Call Ayes Bailey, Harry, Hulke, Jordan, Khan and President Kennedy
Nays
Absent Student Trustee Patel

Motion Carried

b. Table the Discussion and Motion to take out a line of credit until the August Board Meeting.

c. Discussion of vacant Board Seat-Debra updated the Board that we now have an open Board seat as Victoria Akinde accepted a job and is moving to Chicago.
Flyers have been printed up for recruiting.

13. New Business

a. Trustee Hulke moved and Trustee Harry seconded a motion to request the Board to approve the donation of our old furniture to the fall Kiwanis garage sale

Voice Vote Unanimous
Motion Carried

b. Trustee Jordan moved and Trustee Khan seconded a motion to request the Board to approve the Resolution 21-01 Public Non-Residential Card Participation Program

Roll Call Ayes Bailey, Harry, Hulke, Jordan, Khan and President Kennedy
Nays
Absent Student Trustee Patel

Motion Carried

c. Trustee Hulke moved and Trustee Bailey seconded a motion to request the Board to set the public hearing to Adopt the B&A Ordinance 21-01 for August 19, 2021

Voice Vote Unanimous
Motion Carried

14. Comment/Topics for July Meeting-Interview Trustees, approve policies and approve the Levi

15.Trustee Khan moved and Trustee Jordan seconded a motion to recess to executive session at 7:53 p.m.

1. (5ILCS120/2) (C) (21) Discussion of minutes lawfully closed under this ACT, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06

Roll Call Ayes Bailey, Harry, Hulke, Jordan, Khan and President Kennedy
Nays
Absent Student Trustee Patel

Motion Carried

Reconvene Open Session-President Kennedy reconvened the open session at 8:00 p.m. Trustee Bailey, Harry, Hulke, Jordan, Kahn and President Kennedy

a. Trustee Khan moved and Trustee Bailey seconded a motion to release minutes Jan. 21, 2021, March 25, 2021, April 15, 2021 and May 20, 2021 and destroy June 20, 2019, July 18, 2019 and November 21, 2019.

Voice Vote Unanimous
Motion Carried

16. Trustee Hulke moved and Trustee Jordan seconded a motion to adjourn to the next Board Meeting of July 15, 2021

Voice Vote Unanimous
Motion Carried

Adjourned at 8:02

Marianne Bailey
Secretary

Deborah Muscarello
Administrative Assistant