MEETING MINUTES OF THE BOARD OF TRUSTEES OF POPLAR CREEK PUBLIC LIBRARY DISTRICT
Thursday May 20, 2021
7:00 p.m.
Mercedes A. McGowan Board Room

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

2. Roll Call-Trustee Bailey, Harry, Hulke, Khan, Kennedy and Student Trustee Chavda
Absent Trustee Jordan and President McCreary.
Also Present: Executive Director Debra Stombres, Deputy Director Kris Kenney, Deputy Director Ron Pauli, Business Manager Sue Haisan, IT Services Manager Brian Ormond, Technical Services Coordinator Cassidy Fontana and Administrative Assistant Deborah Muscarello.
Guests: Trustee Asad Khan's family and Aadi Patel and her family.

3. Pledge of Allegiance

4. President's Report
a. Vice President Kennedy swore in Trustees Bailey, Khan and Student Trustee Patel
b. The Board recognized Student Trustee Chavda with a trophy for her service

5. Public Forum-None

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

7. Guest Managers:
IT Services Manager Brian Ormond reported to the Board highlighting:
- Plexiglas dividers now have our logo displayed and are installed at the public PC's
- Staff servers will be replaced the first week of June
- The Studio is doing well more patrons accessing our programs

Technical Services Coordinator Cassidy Fontana reported to the Board Highlighting:
- Chairing the Collection Development Committee, the next meeting is next week
- Working on the collection assessment in the stacks in order to familiarize with the collection
- Lisa Mueller (our local history Librarian's) local history proposal was accepted for the ILA conference, and she will present in October. She will be discussing building a local history collection from scratch
- Tech Services catalogued and barcoded a wide variety of Studio equipment in March so they can keep track of items used by patrons.

8. Trustee Khan moved and Trustee Bailey seconded a motion to recess to executive session
1. (5ILCS120/2) (C) (3) to discuss the selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance, or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.
Voice Vote Unanimous
Motion Carried
Reconvene Open Session-Roll Call-President Kennedy reconvened the open session at 8:09 p.m.
Trustee Bailey, Hulke, Khan and President Kennedy.

Trustee Khan moved and Trustee Hulke seconded a motion to request the Board to appoint Sherri Harry, LaShaunda Jordan and Victoria Akinde to the open Board seats.
Roll Call Ayes Bailey, Hulke, Khan, Student Trustee Patel and President Kennedy
Nays
Motion Carried

9. Nominations and Elections
1. Trustee Khan nominated Vice President Kennedy for President and Trustee Hulke seconded
Voice vote unanimous
2. Vice President
3. Trustee Khan nominated Trustee Bailey for Secretary and Trustee Hulke seconded
Voice vote unanimous
4. Trustee Bailey nominated Trustee Khan for Treasurer and Trustee Hulke seconded
President Kennedy asked Trustee Khan to also take the role of Vice President
Voice vote unanimous

10. Secretary's Report-Trustee Bailey-Correspondence
- Patron thanked Kyle for his help in the computer area
- A patron was emailing about an overdue book and complimented the Library stating "the library is a fabulous jewel and I have no desire to dull it"
- Patron complimented the staff for making PCPLD such a positive environment
- Thank you from Candace McCreary for honoring her with flowers and renaming the local history room after her

11. Treasurer's Report-Trustee Khan reported to the Board highlighting:
- Received $192,933.86 in tax revenue from Cook County
- Received $626.74 in tax revenue from DuPage County in April
- Interest earned in April=$84.38
- Fiscal YTD interest=$7,959.44
- At the end of April, we held $3,253,582.03 in cash and investments
- Investments with PMA are $443,779.48

12. Teen Advisory Report-Student Trustee Patel reported to the Board highlighting:
- Participated in the Park Pride program, good way to get volunteering hours
- Many programs during summer
- Discussed potential ideas for the future
- Updated on COVID hours

13. Executive Director's Report-Debra presented the Board with a Bibliotheca Power Point presentation on open+access, a comprehensive system that allows libraries to provide more flexible hours, making the library more accessible to the community.

14. Trustee Khan moved and Trustee Hulke seconded a motion to request the Board to approve the consent agenda
a. Minutes of the Regular Board Meeting April 15, 2021
b. Minutes of the Finance Committee May 13, 2021
c. Semi-Monthly Expenditures for $443,409.20 from 4/10/2021 through 5/12/2021
d. Acceptance of the Executive Director's Report
15. Current Business

a. Trustee Khan moved and Trustee Bailey seconded a motion to approve the 2021-2022 Budget as presented

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

Motion Carried

16. New Business

a. Trustee Khan moved and Trustee Hulke seconded a motion to request the Board to adopt New Banking Resolution for Authorized Signers on Bank Accounts which is removing Candace McCreary and adding Marianne Bailey
Voice Vote Unanimous
Motion Carried

b. Request the Board to set a date for the Secretary's Audit-Trustee Hulke and Trustee Bailey will set a date and complete the audit

17. Comments/Topics for June Meeting-Committee appointments, swear in Trustees, set hearing for the B and A, discuss Branch room line of credit, approve closed session minutes.

18. Trustee Hulke moved and Trustee Khan seconded a motion to adjourn to the next regular Board meeting of June 17, 2021.
Voice Vote Unanimous
Motion Carried

Adjourned at 8:42 p.m.

Marianne Bailey
Secretary

Deborah Muscarello
Administrative Assistant