

**WARRENVILLE PUBLIC LIBRARY DISTRICT**  
**Regular Meeting of the Board of Trustees**  
**Wednesday, April 20, 2022, 7:00 p.m.**

1. Call to order – Trustee DuRocher called the meeting to order at 7:20 p.m.
2. Roll Call

ATTENDING: Trustees DuRocher, Lezon, Picha, Richardson, Ruzicka, Stull, Warren  
STAFF ATTENDING: Library Director Sandy Whitmer, Assistant to the Director Jackie Davis, Public Services Manager Paul Dobersztyn, Marketing Specialist Kathy Gaydos, IT Associate Duncan Jones, Acquisitions and Cataloging Manager MaryKellie Marquez

- a. Approve Remote Attendance and Participation - No requests for remote attendance and participation were received.

3. Approval of the agenda

*MOTION: Trustee Stull moved to approve the agenda. Trustee Lezon seconded.*

*Roll call vote:*

*Ayes – Trustees DuRocher, Lezon, Picha, Richardson, Ruzicka, Stull, Warren*

*Nays – None*

*Motion carried*

4. Presentations

- a. Employee Recognition - Kathy Gaydos, 5 years

Director Whitmer stated Marketing Specialist Kathy Gaydos is celebrating her 5<sup>th</sup> anniversary. She stated when Kathy was hired 5 years ago she had to hit the ground running to plan publicity for the renovation grand opening.

Trustee DuRocher presented Ms. Gaydos with a certificate.

Ms. Gaydos stated she has worked with some wonderful people here at the library and has learned about libraries in general and marketing.

A short break was taken to enjoy refreshments.

5. Public comments – none
6. Correspondence – Director Whitmer shared a card that Youth Services received from a member.
7. Consent Agenda

Trustee Stull read the consent agenda as follows:

- a. Approve Minutes of the March 16, 2022 Regular Board Meeting
- b. Receive and file Financial Report for March
- c. Approve a 1.9% Market Adjustment to Wage Scale effective July 1, 2022

*MOTION: Trustee Lezon moved to approve the consent agenda as read. Trustee Warren seconded.*

*Roll call vote:*

*Ayes – Trustees DuRocher, Lezon, Picha, Richardson, Ruzicka, Stull, Warren*

*Nays – None*

*Motion carried*

## 8. Regular Agenda

- a. Approve payments for the period of March 17–April 20, 2022

*MOTION: Trustee Stull moved to approve payments in the amount of \$67,802.37 for the period of March 17, 2022 through April 20, 2022 including electronic payments and checks #8729-8784. Checks #8741, 8758, 8759, 8776, 8777, 8779 and 8782 are voided. Trustee Warren seconded.*

*Roll call vote:*

*Ayes – Trustees DuRocher, Lezon, Picha, Richardson, Ruzicka, Stull, Warren*

*Nays – None*

*Motion carried*

- b. Approve transfer of funds

*MOTION: Trustee Picha moved to transfer \$150,000 from commercial checking account to operating checking account. Trustee Warren seconded.*

*Roll call:*

*Ayes – Trustees DuRocher, Lezon, Picha, Richardson, Ruzicka, Stull, Warren*

*Nays – None*

*Motion carried*

## 9. Unfinished Business

- a. Approve revised proposal for replacement of exterior hollow metal doors

Assistant to the Director Jackie Davis explained when Shales McNutt Construction and the contractor came out to go over the materials needed to replace the door, it was discovered the lower-level mechanical room entrance needed both doors and frame replaced due to rust and deterioration.

*MOTION: Trustee Picha moved to accept Shales McNutt Construction's revised proposal for replacement of exterior and basement hollow metal doors in the amount of \$15,877.00. Trustee Stull seconded.*

*Roll call:*

*Ayes – Trustees DuRocher, Lezon, Picha, Richardson, Ruzicka, Stull, Warren*

*Nays – None*

*Motion carried*

10. New Business

- a. Authorize individual consultation(s) with library attorney for completion of Statement(s) of Economic Interest

Director Whitmer asked if any trustee would like a consultation with the library's attorney regarding their individual situation as it relates to completion of the Statement of Economic Interest.

Trustees Lezon, Picha and Stull would like a consultation.

*MOTION: Trustee Richardson moved to authorize Sandy Lezon, Jerri Picha and Heather Stull up to one hour each of one-on-one consultation with the library's attorney to review and complete the Statement of Economic Interest. Trustee Warren seconded.*

*Roll call vote:*

*Ayes – Trustees DuRocher, Lezon, Picha, Richardson, Ruzicka, Stull, Warren*

*Nays – None*

*Motion carried*

- a. Authorize staff to close 5/3 money market account and transfer balance to operating checking account

Director Whitmer stated she recommends closing the money market account and transferring the balance to the operating checking account. This account is not making any significant interest and this will simplify bookkeeping and reporting.

*MOTION: Trustee Warren moved to authorize staff to close the Fifth Third Bank money market account and transfer the balance to the operating checking account. Trustee Stull seconded.*

*Roll call vote:*

*Ayes – Trustees DuRocher, Lezon, Picha, Richardson, Ruzicka, Stull, Warren*

*Nays – None*

*Motion carried*

## 11. Director's Report

- Director Whitmer stated she has contacted a new insurance company regarding the annual renewal of the library's property and liability insurance. She asked the board if they would like to have a virtual presentation from this company at the May board meeting. General consensus is they would like a presentation.
- Trustee Picha asked if any COVID mitigation actions have changed. Director Whitmer stated nothing at this time.
- Trustee Stull asked if DuPage County were to experience a large increase in COVID cases would the library revert to requiring masks be worn by everyone. Director Whitmer replied it would depend on the recommendations from CDC, State of Illinois and DuPage County Health Department.

## 12. Department Head Reports

Public Services Manager Paul Dobersztyn stated the library is participating in a multicultural event hosted by the Warrenville Park District on June 11.

Mr. Dobersztyn thanked the Board for allowing him to attend the Public Library Association in Portland, Oregon at the end of March.

Trustee Picha thanked the staff for their hard work and to Paul Dobersztyn and Jaime Perpich for their reports on PLA.

Trustee Richardson stated she enjoyed attending PLA. She specifically stated she enjoyed the opening session urging the audience to become professional trouble makers, a program on adults obtaining a high school diploma through their local library and mock citizenship interview program held at your library. She thanked the Board for allowing her to attend.

Trustee Lezon is happy the attendees went to the censorship program at PLA since this seems to currently be an issue in libraries. Director Whitmer stated Paul Dobersztyn and his team answer questions from time to time on how items are selected.

## 13. President's Report

### a. Next meetings or events

Trustee DuRocher announced the next meetings.

Trustee Picha asked if the board will need to vote on SB 3497 and HB 5283.

Director Whitmer explained Bill SB 4397 would enable, not require, library boards to vote to offer cards at no expense to people under 18 in unserved areas, regardless of their financial ability to pay for a non-resident fee card.

Current law does not allow such provision, except when a student's household falls at or below the U.S. Department of Agriculture's Income Eligibility Guidelines. This could be considered at a future date after administrative rules are published.

Bill HB 5283 will enable, not require, public library districts to hire a treasurer who is not a member of the board and who would not have a vote. This could also be considered by the board if there was interest.

14. Treasurer's Report – Trustee Lezon reported as of March 31, 2022, the balance of Developer Donations being held by the City of Warrenville for the library district is \$17,444.51.
15. Secretary's Report – Trustee Stull reported everything looks good
16. Committee Reports – the Director's evaluation will be discussed in closed session
17. Trustee Comments

Trustee Warren stated he had completed approximately half of the Open Meetings Act training. When tried to log back in, he could not access the site and stated the website is currently being repaired, with no set completion date for repairs. Public body members are not being penalized for not finishing their electronic training.

Trustee Stull will attend the virtual Illinois Library Association Trustee Forum Spring Training Streamlining the Budget on May 14, 2022 and ATLAS Trustee Day on May 21, 2022 at the Alsip-Merrionette Park Public Library.

Trustee Picha thanked the staff for their attendance and hard work.

18. Items for information and/or discussion - none
19. Closed session

*MOTION: Trustee Stull moved to enter into closed session as allowed by 5 ILCS 120/2(c)(1) for the purpose of the "appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity." (Director's Evaluation) at 8:00 p.m. Trustee Lezon seconded.*

Director Whitmer, Jackie Davis, Paul Dobersztyn, Kathy Gaydos, Duncan Jones, and MaryKellie Marquez left the meeting at this time.

*Roll call vote:*

*Ayes – Trustees DuRocher, Lezon, Picha, Richardson, Ruzicka, Stull, Warren*

*Nays – None*

*Motion carried*

Returned to the regular board meeting at 8:44 pm

Trustee DuRocher called roll call:

ATTENDING: Trustees DuRocher, Lezon, Picha, Richardson, Ruzicka, Stull, Warren

ALSO ATTENDING: Library Director Sandy Whitmer

20. Discussion/action resulting from the above closed session (Changes to Director's Compensation) - none
21. Adjournment

*MOTION: Trustee Lezon moved to adjourn the meeting at 8:51 pm. Trustee Warren seconded.*

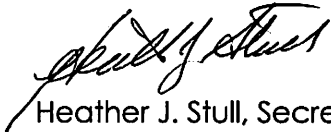
*Voice vote:*

*Ayes – all*

*Nays – none*

*Motion carried*

Respectfully submitted,



Heather J. Stull, Secretary

Board of Trustees

Warrenville Public Library District