

HIGHLAND PARK PUBLIC LIBRARY
Board of Trustees Meeting - VIRTUAL
November 10, 2020

CALL TO ORDER

President Basofin, presiding, called the meeting to order at 7:01 p.m.

ATTENDANCE

Members Present: Erik Anderson, Rich Basofin, Rich Coplan, Joel Hurwitz, Marty Kinczel, Barbara Mazur, Rob Olian, Nancy Sawle-Knobloch, Carol Wolfe

Members Absent: None

Others Present: Chad Clark, Dan Kaufman, Pamela Siegel

APPROVAL OF MINUTES

Ms. Mazur moved and Ms. Sawle-Knobloch seconded a motion to approve the October 13, 2020 minutes, October 2020 Bill List, and the October 2020 Financial Reports on the consent agenda. The motion passed unanimously.

Ayes: Anderson, Basofin, Coplan, Hurwitz, Kinczel, Mazur, Olian, Sawle-Knobloch, Wolfe

Nays: None

MOTION CARRIED

COMMENTS FROM THE PUBLIC

None

REPORT OF THE INTERIM DIRECTOR

Mr. Clark's report included the following:

- RAILS reduced the required quarantine delivery time from seven days to three days on October 27. The wait time for items coming from other libraries has shortened significantly.
- Information and Reader Services Manager, Laurie Skinner, was awarded a \$5,000 grant from the Highland Park Community Foundation for a program called Memory Kits. These thematic kits are designed to engage people with Alzheimer or other types of dementia and will be available for checkout to individuals and local institutions. The kits will include multi-sensory items: books, games, puzzles, music, cards, arts and other sensory materials. Librarians have begun building the kits and they should be ready for release at the beginning of 2021. A marketing campaign will be done to let the public know. Librarians will reach out to the Assisted Living Communities in the area and may go onsite to demonstrate.
- A new rain gutter was installed to prevent leaking in the new Middle School room.
- The Library received two fraudulent unemployment claims from IDES last week as a result of the Experian data breach. Both claims were marked fraudulent/identity theft and sent back to IDES.

OTHER COMMITTEE AND LIAISON REPORTS

None

OLD AND NEW BUSINESS

None

CLOSED SESSION

Mr. Olian moved and Ms. Wolfe seconded a motion to adjourn to closed session at 7:10 p.m. to discuss the search for the new Executive Director, a personnel matter. President Basofin, presiding, adjourned the meeting at 7:11 p.m.

RETURN TO OPEN SESSION

Mr. Olian moved and Ms. Wolfe seconded a motion to return to open session at 7:43 p.m. Following the closed session, President Basofin re-convened the open session of the Board at 7:43 p.m.

Mr. Olian moved and Mr. Kinczel seconded a motion authorizing President Basofin to make an offer to the preferred candidate with a salary within the range agreed upon by the Board. If the preferred candidate declines the offer, President Basofin is authorized to extend the offer to the second candidate. The motion passed unanimously.

Ayes: Anderson, Basofin, Coplan, Kinczel, Mazur, Olian, Sawle-Knobloch, Wolfe

Nays:

MOTION CARRIED

ADJOURNMENT

Mr. Olian moved and Ms. Wolfe seconded a motion to adjourn the meeting at 7:45 p.m. President Basofin, presiding, adjourned the meeting at 7:45 p.m.

Submitted by: Pamela Siegel