

1. Call to Order, Roll Call, and Declaration of Quorum

*The meeting was called to order by President Villafana at 6:30pm.
Present: Trustees Conlin, DeFord, Mason-Smith, Thomas, Villafana.
Absent: Trustees Hawn, Kovacik.
A quorum was present.*

2. Acknowledgment of Audience

Director Cox, Assistant Director La Barbera, Village Administrator Espiritu, and resident Denise Pikes-King were present.

3. Approval of Agenda – Motion to accept the agenda for Wednesday, April 27, 2022.

*Motion to approve: Trustee Mason-Smith
Second to Motion: Trustee DeFord
Vote: [voice vote]
Ayes: all
Nays: none
Absent: Trustees Hawn and Kovacik
Result: Motion carried.*

4. Board Officer Reports

A. Secretary's Report

- 1.** *Motion to accept the minutes for the March 23, 2022 regular meeting.*

*Motion to approve: Trustee Conlin
Second to Motion: Trustee Thomas
Vote: [voice vote]
Ayes: all
Nays: none
Absent: Trustees Hawn and Kovacik
Result: Motion carried.*

- 2.** *Motion to accept the minutes for the April 20, 2022 called meeting.*

*Motion to approve: Trustee Conlin
Second to Motion: Trustee Thomas
Vote: [voice vote]
Ayes: all
Nays: none
Absent: Trustees Hawn and Kovacik
Result: Motion carried.*

B. President's Report

1. Annual review of 2019-2024 Strategic Plan goals.

The Board briefly discussed the notated list of goals and objectives from the 2019 five-year strategic plan. It was agreed that despite the significant impact of COVID, the library had made substantial progress on meeting many of the goals outlined in that document including policy work, increased patron accounts, and facility conditional assessment/planning.

C. Treasurer's Report

1. Motion to accept Claim Ordinance #577 in the amount of \$54,107.19.

Motion to approve: Trustee Mason-Smith

Second to Motion: Trustee Thomas

Vote: [roll call vote]

Ayes: Trustees Conlin, DeFord, Mason-Smith, Thomas, and Villafana.

Nays: none

Absent: Trustees Hawn and Kovacic

Result: Motion carried.

Trustee Mason-Smith and Assistant Director La Barbera also presented updates to Cook County-level delays in mailing tax bills, which will lead to tax revenue delays.

At this time, Village Administrator Espiritu was invited to speak to the Board regarding previous correspondence received and insurance coverages. VA Espiritu indicated that the Village Board would like the Library to consider covering their own General Liability/Workman's Comp insurance, or reimbursing the Village, beginning in FY2024. The Board discussed the implications of this and asked for additional clarification, as well as time to discuss after digesting this information.

VA Espiritu also shared that the Village is considering contributing funds towards the Library's upcoming renovation projects. VA Espiritu will follow up regarding both issues with written correspondence to the Board.

5. Director and Library Report

A. Library Report & Updates

Director Cox presented the monthly library report to the Board. Trustee DeFord asked about a FOIA request received in March- Director Cox shared that it nearly every public library had received the request regarding records for challenged books from a Chicago ABC affiliate- the library had not received any challenges to books in the collection.

The director also shared ongoing progress to the library's website rebuild. The draft version of the site is approximately 85% complete and is being updated with library events, Board minutes/agendas, and remodel updates in tandem with the existing site to ensure content is accurate when the changeover occurs. A new logo, fonts, and color palettes have been selected and incorporated into the new site. The local history component is being developed but will not be completed at the time of changeover.

6. Committees

A. Building Committee Report

1. *Discussion: Updates to Remodeling Project*

Trustee Mason-Smith briefly discussed recent updates to the remodel project, describing the RTA approval that took place at the called meeting on April 20th.

B. Finance Committee Report

(No report)

C. Policy Committee

1. *Motion to accept the minutes from the April 20, 2022 committee meeting.*

*Motion to approve: Trustee DeFord
Second to Motion: Trustee Mason-Smith
Vote: [voice vote]
Ayes: all
Nays: none
Absent: Trustees Hawn and Kovacik
Result: Motion carried.*

Trustee DeFord presented the revised Circulation Policy, noting that edits made were primarily to support the change to a 'fines free' model. The Board agreed that public notification of this change was important, and it was recommended that the Library include a press release as part of efforts.

2. *Motion to accept the revised Circulation Policy.*

*Motion to approve: Trustee DeFord
Second to Motion: Trustee Thomas
Vote: [roll call vote]
Ayes: Trustees Conlin, DeFord, Mason-Smith, Thomas, and Villafana.
Nays: none
Absent: Trustees Hawn and Kovacik
Result: Motion carried.*

3. *Motion to accept the revised Loan Rule Chart.*

*Motion to approve: Trustee DeFord
Second to Motion: Trustee Thomas
Vote: [roll call vote]
Ayes: Trustees Conlin, DeFord, Mason-Smith, Thomas, and Villafana.
Nays: none
Absent: Trustees Hawn and Kovacik
Result: Motion carried.*

D. Personnel Committee

1. *Discussion: Annual Director's Evaluation*

Berkeley Public Library
Regular Monthly Meeting

Board of Trustees Meeting Minutes
April 27, 2022 6:30pm

Trustee Villafana shared that Trustee Thomas and herself had recently participated in a webinar specific to library director evaluations. Some alterations to the process were being made, and the Board confirmed that they had received documents recently shared by the Personnel Committee.

E. Technology Committee
(No report)

7. Unfinished Business

(No unfinished business)

8. New Business

At this time, resident Denise Pikes-King was invited to ask questions of the Board and administration. Ms. Pikes-King asked about the development of the library's website, and the Director shared that the previous site was built on an outdated version of Drupal which had a higher learning curve and was not easily kept up to date by library staff. The new platform is Wix, which is not as powerful but is much easier to manage for library staff.

9. Adjourn to Closed Session

(No Closed Session)

10. Adjournment

President Villafana noted that this was the last full meeting in the current fiscal year and thanked the Board for their individual and committee work over the past twelve months.

*Motion to adjourn: Trustee Villafana
Second to Motion: Trustee DeFord
Vote: [voice vote]
Ayes: all
Nays: none
Absent: Trustees Hawn and Kovacik
Result: Motion carried.*

The meeting was adjourned at 7:52pm.