

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

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

2. Acknowledgment of Audience

Director Cox, Assistant Director La Barbera, and Circulation Coordinator Vega were present.

3. Approval of Agenda – Motion to accept the agenda for Wednesday, September 28, 2022.

Motion to approve: Trustee Kovacik
Second to Motion: Trustee Hawn
Vote: [voice vote]
Ayes: all
Nays: none
Absent: Trustee DeFord
Result: Motion carried.

Trustee DeFord arrived following agenda approval vote at 6:31pm.

4. Board Officer Reports

A. Secretary's Report

1. Motion to accept the minutes for the August 24, 2022 regular monthly meeting.

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

2. Motion to accept the IGA with Illinois Libraries Present.

Trustees briefly discussed the presented IGA.

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

B. President's Report

President Villafana briefly discussed the positive changes that had taken place in connection with the Phase 1 renovation.

C. Treasurer's Report

1. *Motion to accept Claim Ordinance #582 in the amount of \$149,753.15.*

Motion to approve: Trustee Kovacik

Second to Motion: Trustee Mason-Smith

Vote: [roll call vote]

Ayes Trustees Conlin, DeFord, Hawn, Kovacik, Mason-Smith, Thomas, Villafana.

Nays: none

Absent: none

Result: Motion carried.

2. *Motion to accept resignation of Trustee Kovacik as Treasurer.*

Motion to approve: Trustee Kovacik

Second to Motion: Trustee Conlin

Vote: [roll call vote]

Ayes Trustees Conlin, DeFord, Hawn, Kovacik, Mason-Smith, Thomas, Villafana.

Nays: none

Absent: none

Result: Motion carried.

3. *Motion to remove Trustee Kovacik from all library accounts and as administrator for banking.*

Motion to approve: Trustee Kovacik

Second to Motion: Trustee Thomas

Vote: [roll call vote]

Ayes Trustees Conlin, DeFord, Hawn, Kovacik, Mason-Smith, Thomas, Villafana.

Nays: none

Absent: none

Result: Motion carried.

4. *Motion to appoint Trustee Conlin as Treasurer and as administrator for banking.*

Motion to approve: Trustee Conlin

Second to Motion: Trustee DeFord

Vote: [roll call vote]

Ayes Trustees Conlin, DeFord, Hawn, Kovacik, Mason-Smith, Thomas, Villafana.

Nays: none

Absent: none

Result: Motion carried.

5. Director and Library Report

A. Library Report & Updates

1. Local History report to Board.

Director Cox shared the report on local history and explained current progress taking place related to archives and local history. Much of the work currently being accomplished was completed by Circulation Coordinator Vega. The Board thanked Ms. Vega for the work completed.

6. Committees

A. Building Committee Report

1. Discussion- Remodel updates

Director Cox shared that the final inspection had taken place earlier that day, and that the library had passed without issue. The annual inspection for the elevator equipment had also been completed successfully. Trustee Mason-Smith shared the Building Committee had requested additional cabinetry be added to the left of the new kitchen area with locking cabinets to allow for additional storage of library materials for programs.

B. Finance Committee Report

1. Motion to accept the minutes of the September 6, 2022 Finance Committee Meeting.

Motion to approve: Trustee Kovacik

Second to Motion: Trustee Conlin

Vote: [voice vote]

Ayes all

Nays: none

Absent: none

Result: Motion carried.

C. Policy Committee

1. Motion to accept the minutes of the August 22, 2022 Policy Committee Meeting.

Motion to approve: Trustee DeFord

Second to Motion: Trustee Conlin

Vote: [voice vote]

Ayes: all

Nays: none

Absent: none

Result: Motion carried.

2. Motion to accept the revised Homebound Services Policy as presented.

Motion to approve: Trustee DeFord

Second to Motion: Trustee Mason-Smith

Vote: [roll call vote]

Ayes Trustees Conlin, DeFord, Hawn, Kovacik, Mason-Smith, Thomas, Villafana.

Nays: none

Absent: none

Result: Motion carried.

3. *Motion to accept the revised Patron Use Policy as presented.*

Motion to approve: Trustee DeFord

Second to Motion: Trustee Thomas

Vote: [roll call vote]

Ayes Trustees Conlin, DeFord, Hawn, Kovacik, Mason-Smith, Thomas, Villafana.

Nays: none

Absent: none

Result: Motion carried.

D. Personnel Committee

Director Cox shared that the library had added a new staff member to circulation team: Lisa Vega. Daniel Castillejo, who had previously indicated he would be leaving, had since decided to stay on with the library. The Library's social work intern Leno Castaneda had also begun and was now available for the public as a resource.

E. Technology Committee

1. *Motion to accept the contract from E-Rate First for account and grant preparation work.*

Motion to approve: Trustee Conlin

Second to Motion: Trustee Hawn

Vote: [roll call vote]

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

Nays: none

Absent: none

Result: Motion carried.

7. Unfinished Business

8. New Business

9. Adjourn to Closed Session

- a. *Move that the Berkeley Public Library Board of Trustees adjourn to Closed Session pursuant to:
-The selection of a person to fill a public office - 5 ILCS 120/2 (c) (3)*

Motion to approve: Trustee Conlin

Second to Motion: Trustee Kovacik

Vote: [voice vote]

Ayes: all

Nays: none

Absent: none

Result: Motion carried.

The Board adjourned to Closed Session at 7:32pm. Note: Closed Session was not called to order until 7:41 as trustees and audience shared refreshments.

Regular Session was reconvened at 8:20pm. All trustees were present, as was Director Cox.

11. Adjournment

*Motion to adjourn: Trustee Villafana
Second to Motion: Trustee Mason-Smith
Vote: [voice vote]
Ayes: all
Nays: none
Absent: none
Result: Motion carried.*

The meeting was adjourned at 8:21pm.

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

Closed Session was called to order at 7:41pm by President Villafana.

Present: Trustees Conlin, DeFord, Hawn, Kovacik, Mason-Smith, Thomas, Villafana.

Absent: none.

2. Acknowledgment of Audience

Director Cox and resident Denise Pikes were present.

3. Discussion- Appointment to Trustee Position

The Board discussed the duties of the position of Library Trustee with resident Denise Pikes and sought feedback regarding her interest in the Library and potentially serving on the Board.

4. Motion to adjourn to Open Session

Motion to adjourn Closed Session: Trustee Kovacik

Second to Motion: Trustee Thomas

Vote: [voice vote]

Ayes: all

Nays: none

Result: Motion carried.

Closed Session was adjourned at 8:20pm.