

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

The called meeting was called to order by President Villafana at 10:03am.

Present: Trustees DeFord, Hawn, Mason-Smith, Villafana.

Absent: Trustees Conlin, Ditchfield, and Williams (Trustee Williams arrived at 10:07, prior to item #3A).

A quorum was present.

2. Approval of Agenda – Motion to accept the agenda for Saturday, May 4, 2024.

Motion to approve: Trustee Hawn

Second to Motion: Trustee Mason-Smith

Vote: [voice vote]

Ayes: all

Nays: none

Absent: Trustees Conlin, Ditchfield, Williams.

Result: Motion carried.

3. Review and Approval

A. Motion to accept the revised draft Intergovernmental Agreement regarding insurance coverage.

(Trustee Williams joined the meeting at 10:07am).

The updated draft IGA was briefly reviewed. Trustee Villafana inquired about language in 2C- Director Cox shared that he attends quarterly Safety Meetings at the village and changes to insurance coverage are shared at those meetings; Exhibit B- Director Cox confirmed that formula is based on total revenue and would change marginally year-to-year with changes to levies, etc.

Motion to approve: Trustee Mason-Smith

Second to Motion: Trustee DeFord

Vote: [roll call vote]

Ayes: Trustees DeFord, Hawn, Mason-Smith, Williams.

Nays: none

Absent: Trustees Conlin, Ditchfield.

Abstain: Trustee Villafana.

Result: Motion carried.

4. Acknowledgement of Audience and Public Participation

Director Cox and Assistant Director La Barbera were noted as present.

5. Committee Reports

A. Building Committee Report

1. Motion to accept the proposals from Hartwig Mechanical for HVAC repair work.

Motion to approve: Trustee Mason-Smith

Second to Motion: Trustee Hawn

Vote: [roll call vote]

Ayes: Trustees DeFord, Hawn, Mason-Smith, Villafana, Williams

Nays: none

Absent: Trustees Conlin and Ditchfield

Result: Motion carried.

6. Adjourn to Closed Session

Move that the Berkeley Public Library Board of Trustees adjourn to Closed Session pursuant to 5 ILCS 120/2 (c) (21); the discussion of minutes of meetings lawfully closed under this Act, whether purposes of approval by the body of the minutes or a semi-annual review of the minutes as mandated by Section 2.06 and (1); the appointment, employment, compensation, discipline, or dismissal of specific individuals.

*Motion to adjourn to closed session: Trustee Hawn
Second to Motion: Trustee Mason-Smith
Vote: [voice vote]
Ayes: all
Nays: none
Absent: Trustees Conlin and Ditchfield
Result: Motion carried.*

The Board adjourned to Closed Session at 10:14am.

7. Reconvene Regular Session

*Motion to approve: Trustee Hawn
Second to Motion: Trustee DeFord
Vote: [voice vote]
Ayes: all
Nays: none
Absent: Trustees Conlin, Ditchfield, Villafana.
Result: Motion carried.*

The Board reconvened regular session at 11:18am.

8. Adjournment

*Motion to approve: Trustee Hawn
Second to Motion: Trustee DeFord
Vote: [voice vote]
Ayes: all
Nays: none
Absent: Trustees Conlin, Ditchfield, Villafana.
Result: Motion carried.*

The meeting was adjourned at 11:18am.

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

*Closed session was called to order at 10:15am by Secretary Hawn.
Present: Trustees DeFord, Hawn, Mason-Smith, Villafana, Williams.
Absent: Trustees Conlin and Ditchfield.
A quorum was present.*

2. Closed Session minutes review

The Board agreed to begin the review process by organizing printed minutes already available. A review of audio recordings of meetings not represented by written minutes will come at a future time. The Board began the review of historic documentation, identifying closed session minutes and placing them in chronological order. It was agreed to treat all copies of minutes marked as 'Draft' as still needing to be accepted and made public when no other documentation is available.

Trustees agreed to stop in to the library in the coming weeks individually to continue the review of printed historic minutes as schedules allow.

Documents uncovered that were not directly related to the Board and closed session including historic ordinance were filed separately- the Director will organize these and apply the document retention schedule in the coming weeks.

3. Adjournment

Closed session was adjourned by unanimous consent at 11:17am.