



WESTMONT PUBLIC LIBRARY

428 N Cass Ave, Westmont, IL 60559
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westmontlibrary.org

Providing the community with the keys to lifelong learning.

MINUTES OF THE REGULAR MEETING OF THE LIBRARY BOARD AUGUST 20, 2019

1. Call to Order

The meeting was called to order at 7:00pm by Board President Jason Fichtel on Tuesday, August 20, 2019 at the Westmont Public Library.

2. Roll Call

Present: Trustee Elaine Carmichael, Trustee Rajesh Parikh, Secretary Annie Delano, Treasurer Kerry O'Connor, and President Jason Fichtel

Absent: Vice President John Martens, Trustee Heather Booth

Staff present: Director Julia Coen, Assistant Director Brittany Smith

3. Pledge of Allegiance

4. Approval of Consent Agenda

- a. Minutes of the regular board meeting: July 16, 2019
- b. Communications log: August 2019
- c. Director's report: August 2019

Motion: Delano moved to approve the consent agenda, Parikh seconded.

Discussion: None

Vote: All in favor

Motion passed

5. Open Forum

a. Public

Spencer Parker, Village of Westmont Finance Director, present to answer questions.

b. Board:

Delano: Her family enjoyed the summer learning program.

Carmichael: The dedication of the post office to Jimmy Robinson is at 10am on August 30. There is a September 11 service at Westmont Fire and Police station on Patriot Day.

Parikh: Thank you to Julia for a tour of the library for a family member visiting from India.

c. Director

Staff is working with the Village's Complete Count Committee to promote and support 2020 Census participation. The administrative assistant position should be filled this week. A patron called to compliment the library on our homebound program and how valuable the program is to her. The Board was given a copy of the phasing for the carpet project, which we anticipate will start on September 16.

Trustee Heather Booth arrived at 7:04pm

d. Staff

Brittany: The fiction and nonfiction swap was completed in about three days of work! Now both collections have room to grow.

6. Additions & Deletions

Motion: Delano moved to include Additions and Deletions with Bills and Salaries, O'Connor seconded.

Discussion: None

Vote: All in favor

Motion passed

7. Treasurer's Report

Motion: O'Connor moved to file the Treasurer's Report for audit, Delano seconded.

Discussion: None

Vote: All in favor

Motion passed

8. Bills and Salaries

Motion: Booth moved to approve the Bills and Salaries Report, Carmichael seconded.

Discussion: None

Vote: Ayes: Booth, Carmichael, Delano, Fichtel, O'Connor, and Parikh – 6

Nays: 0

Absent: Martens

Motion passed

9. Unfinished Business: None

10. New Business

a. Board to consider a motion to release the executive session minutes from May 23, 2017.

Motion: Booth moved to approve, Carmichael seconded.

Discussion: None

Vote: Ayes: Booth, Carmichael, Delano, Fichtel, O'Connor, and Parikh – 6

Nays: 0

Absent: Martens

Motion passed

b. Board to consider a motion to approve the destruction of executive session recordings from January 16, 2018 and February 20, 2018.

Motion: Delano moved to approve, Booth seconded.

Discussion: None

Vote: Ayes: Booth, Carmichael, Delano, Fichtel, O'Connor, and Parikh – 6

Nays: 0

Absent: Martens

Motion passed

c. Board to discuss FY20 Per Capita Grant requirements

Discussion: The packet includes the list of requirements for the FY20 grant. The list includes items that both Trustees and staff need to complete. Coen will work on a list of webinars that Trustees can watch to fulfill their requirements and email that to the Board. Generally, by November we have completed the list and we submit our application. We have not received the FY19 funds, but we anticipate we will receive the funds soon.

11. Executive Session: None

12. Adjournment

Motion: Carmichael moved to adjourn at 7:16pm, Parikh seconded.

Vote: All in favor

Motion passed

Respectfully submitted,

Annie Delano

Westmont Public Library Board of Trustees, Secretary