



WESTMONT PUBLIC LIBRARY

428 N Cass Ave, Westmont, IL 60559

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Providing the community with the keys to lifelong learning.

MINUTES OF THE REGULAR MEETING OF THE BOARD

JANUARY 21, 2020

1) Call to Order

The meeting was called to order at 7:03 p.m. by Board President Jason Fichtel on Tuesday, January 21, 2020 at the Westmont Public Library.

2) Roll Call

Present: Trustee Heather Booth, Trustee Elaine Carmichael, Secretary Annie Delano, Vice President John Martens, Trustee Rajesh Parikh, and President Jason Fichtel.

Absent: Treasurer Kerry O'Connor

Staff present: Director Julia Coen, Assistant Director Brittany Smith, and Administrative Assistant Julie Olsen

3) Pledge of Allegiance

4) Approval of Consent Agenda

a. Minutes of the regular board meeting: December 17, 2019

b. Communications log: January 2020

c. Director's report: January 2020

Motion: Martens moved to approve the Consent Agenda, Delano seconded.

Discussion: None

Vote: All in favor

Motion passed

5) Open Forum:

a. **Public:** None.

b. **Board:**

Trustee Delano provided a friendly reminder that The Friends of the Library new membership year has begun, please renew. Trustee Booth complimented the Westmont Community Calendar 2020.

c. **Director:**

Coen: ILA Trustee day is March 14. Staff in service is this Friday, January 24. We have replaced lights to LED in the lobby and a few other areas on the first floor. The new shelving units, some new seating, and a new lobby display unit have been installed.

d. **Staff:** None.

6) Additions and Deletions

Motion: Delano moved to include Additions and Deletions with Bills and Salaries, Parikh seconded.

Discussion: Coen noted that a bill for \$200 to ILA has been pulled, as the invoiced amount was determined to be incorrect, a corrected bill will be presented next month.

Vote: All in favor

Motion passed

7) Treasurers Report

Motion: Martens moved to file the Treasurer's Report for audit, Carmichael seconded.

Discussion: None

Vote: All in favor

Motion passed

8) Bills and Salaries

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

Discussion: None

Vote:

Ayes: Booth, Carmichael, Delano, Martens, Parikh, and Fichtel -- 6

Nays: 0

Absent: O'Connor

Motion passed

9) Unfinished Business: None.

10) New Business:

a. Report from the Finance Committee Meeting

Discussion: The committee discussed Fines, Passport Services, and the Salary Schedule.

b. Discussion of the library's role in the initiative to make Westmont a Dementia Friendly town

Discussion: Coen provided information on the Dementia Friendly initiative and discussed the goal to improve the lives of those with dementia and their caregivers. WPL is part of the Dementia Friendly Westmont committee of Westmont along with several other municipal and business organizations. Our primary role will be to provide programming and education. The Department of Aging will be providing staff with training this spring to teach best practices on providing customer service for those with dementia.

11) Executive Session: According to 5 ILCS 120/2, each public body shall periodically, but no less than semi-annually, meet to review minutes of all closed meetings. At such meetings a determination shall be made, and reported in an open session that (1) the need for confidentiality still exists as to all or part of those minutes or (2) that the minutes or portions thereof no longer require confidential treatment and are available for public inspection.

Motion: Martens moved to adjourn at 7:23 p.m., Carmichael seconded.

Discussion: None

Vote:

Ayes: Booth, Carmichael, Delano, Martens, Parikh, and Fichtel -- 6

Nays: 0

Absent: O'Connor

Motion passed

12) Resume Open Session

The resumption of Open Session was called to order at 7:33 p.m. by Board President Jason Fichtel

Roll Call

Present: Trustee Heather Booth, Trustee Elaine Carmichael, Secretary Annie Delano, Vice President John Martens, Trustee Rajesh Parikh, and President Jason Fichtel.

Absent: Treasurer Kerry O'Connor

Staff present: Director Julia Coen, Assistant Director Brittany Smith, and Administrative Assistant Julie Olsen

13) Adjournment:

Motion: Carmichael moved to adjourn at 7:34 p.m., Booth seconded.

All in favor

Motion passed

Respectfully submitted,

Annie Delano

Westmont Public Library Board of Trustees, Secretary