



WESTMONT PUBLIC LIBRARY

428 N Cass Ave, Westmont, IL 60559
630 869 6150
westmontlibrary.org

Providing the community with the keys to lifelong learning.

MINUTES OF THE REGULAR MEETING OF THE WESTMONT LIBRARY BOARD OF TRUSTEES JULY 21, 2020

1) Call to Order

The meeting was called to order at 7:01p.m. by Board Vice President John Martens on Tuesday, July 21, 2020 via video conference as authorized by Illinois Governor Pritzker Executive Order 2020-07. We have determined that an in person meeting is not practical or prudent because of the public health disaster declaration in Illinois. Per the new Open Meetings Act guidelines, some staff are present at the library in case members of the public want to attend in person. This meeting is also available to the public via an on-line platform and is being recorded and will be posted on the website for public viewing this week. All votes at this meeting will be roll call votes.

2) Roll Call

Present: Trustee Heather Booth, Trustee Elaine Carmichael, Secretary Annie Delano, Vice President John Martens, Treasurer O'Connor, and Trustee Rajesh Parikh.

Absent: President Jason Fichtel

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: June 16, 2020
- b. Communications log: July 2020
- c. Director's report: July 2020

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

Discussion: None

Vote:

Ayes: Booth, Carmichael, Delano, O'Connor, Parikh, and Martens -- 6

Nays: 0

Absent: Fichtel - 1

Motion passed

5) Open Forum:

a. **Public:** None

b. **Board:**

Secretary Delano mentioned that it is awesome to be back in the library in person, her family and the community are excited to be back in the building. Trustee O'Connor also excited to be back in the building and to have interlibrary loan available again; he inquired about staff morale and anxiety levels and whether there is any mask pushback. Director Coen responded that the community has been responsive and respectful of wearing masks; there are 2 patrons who

are unable to wear masks due to health issues, for whom accommodations have been made in a way to keep staff and the community safe. She also reported that overall staff morale is good, there is a bit of anxiety about overall COVID-19 numbers rising in Illinois. Assistant Director Smith echoed Coen's statements regarding staff morale. Trustee Parikh thanked staff for the curbside services and for the library's youth YouTube videos that he has used with his grandchildren. Trustee Booth agreed that it has been nice to be back in the library. Vice President Martens extended condolences to the family of Westmont former mayor Jim Addington who passed away recently.

c. **Director:** Director Coen shared that overall opening has gone well and patrons have been understanding of the public safety measures that in place. The Library will be a polling place for the November general election. Booth asked if there will be an issue with the number of people in the building on that day. Coen stated that she is concerned about having staff in the building, and will make a determination as we get closer to November as to whether the Library will be open for library services and the number of staff to be in the building.

d. **Staff:** Smith reported that staff are happy to see the patrons and to be providing in person services.

6) Additions and Deletions

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

Discussion: None

Vote:

Ayes: Booth, Carmichael, Delano, O'Connor, Parikh, and Martens -- 6

Nays: 0

Absent: Fichtel - 1

Motion passed

7) Treasurers Report

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

Discussion: None

Vote:

Ayes: Booth, Carmichael, Delano, O'Connor, Parikh, and Martens -- 6

Nays: 0

Absent: Fichtel - 1

Motion passed

8) Bills and Salaries

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

Discussion:

Vote:

Ayes: Booth, Carmichael, Delano, O'Connor, Parikh, and Martens -- 6

Nays: 0

Absent: Fichtel - 1

Motion passed

9) Unfinished Business: None

10) New Business:

a. **Board to consider a motion to approve the days closed for observed holidays in calendar year 2021**

Motion: Carmichael moved to approve the days closed for observed holidays in calendar year 2021, Delano seconded.

Discussion: Booth asked for clarification that this does not preclude the Library from closing for election, if deemed prudent at the time. Coen confirmed that these dates are for observed holidays only, and that the Library may close on additional days.

Vote:

Ayes: Booth, Carmichael, Delano, O'Connor, Parikh, and Martens -- 6

Nays: 0

Absent: Fichtel - 1

Motion passed

- 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.

At the August Board meeting, the Library Board will report on the need for confidentiality for executive session minutes or if minutes or portions of minutes no longer require confidential treatment and are therefore available for public inspection.

Motion: Booth moved to adjourn to executive session at 7:27 p.m., Carmichael seconded.

Discussion: None

Vote:

Ayes: Booth, Carmichael, Delano, O'Connor, Parikh, and Martens -- 6

Nays: 0

Absent: Fichtel - 1

Motion passed

- 12) Adjournment:**

Motion: Parikh moved to adjourn the regular meeting at 7:29p.m., Carmichael seconded.

Discussion: There will be no additional regular business after executive session.

Vote:

Ayes: Booth, Carmichael, Delano, O'Connor, Parikh, and Martens -- 6

Nays: 0

Absent: Fichtel - 1

Motion passed

Respectfully submitted,

Annie Delano

Westmont Public Library Board of Trustees, Secretary