

**Regular Board Meeting  
August 20, 2020  
Minutes**

1. Call to Order

Notice of the time of the meeting and agenda having been posted on the library bulletin board and one other public place, forty-eight hours prior to the meeting as required by law, the meeting was called to order at 7:02 p.m. by Sylvia Haas, President.

2. Roll Call

Present: Marie Bass, Michael Duebner, Sylvia Fulk, Terri Gens, Brian Gilligan, Sylvia Haas  
Absent: None  
Staff Present: Anne Belden, Jo Broszczak, Rosemary Groenwald, Su Reynders, Suzanne Yazel  
Visitors: Kristine O'Sullivan

3. Audience to Visitors

No visitors spoke.

4. Consent Agenda

- a. Approve Minutes of Regular Board Meeting of July 16, 2020
- b. Approve Minutes of Finance Committee Meeting of August 6, 2020
- c. Treasurer's Report and Approval of July 2020 Bills

Motion was made by Trustee Gilligan and seconded by Trustee Fulk to approve the consent agenda as submitted. Roll Call Vote: AYES: Bass, Duebner, Fulk, Gens, Gilligan, Haas. NAYS: None. ABSTAIN: None. Motion carried.

5. Appointment to Fill Trustee Vacancy

Trustees discussed the status of the trustee vacancy and agreed to interview the previously selected candidate at a Special Board Meeting on Thursday, September 3, 2020 at 6:00 p.m. Trustees will discuss the appointment after the interview and potentially appoint the candidate.

6. Report from Finance Committee

Trustees reviewed the information presented at the August 6, 2020 Finance Committee Meeting and further discussed staff compensation.

7. Transfer from Library General Fund to Capital Projects Reserve Fund

Trustees discussed the need to transfer funds to the Capital Projects Reserve Fund in advance of the final Capital Needs Assessment study to account for future large projects such as a roof replacement. Once the final report is received and actual cost estimates are available, a second transfer may be needed.

Motion was made by Trustee Fulk and seconded by Trustee Gens to transfer \$500,000 from the Library General Fund to the Capital Projects Reserve Fund no later than August 31, 2020. Roll Call Vote: AYES: Bass, Duebner, Fulk, Gens, Gilligan, Haas. NAYS: None. ABSTAIN: None. Motion carried.

8. Fines Free Proposal

The Board discussed the current situation of the library not assessing late fines due to the pandemic, closures, and materials quarantine. Trustees reviewed the pros and cons of permanently eliminating late fines. Director Reynders explained that if the Board approved going fines free past the current emergency pandemic situation, staff would establish the right time to roll out to the community.

Motion was made by Trustee Gens and seconded by Trustee Gilligan to eliminate late fines for all registered cardholders effective immediately, excepting special collections designated by staff. Roll Call Vote: AYES: Bass, Duebner, Fulk, Gens, Gilligan, Haas. NAYS: None. ABSTAIN: None. Motion carried.

9. Executive Director and Monthly Library Reports

Director Reynders shared that although the significantly lower library usage is hard to see, it is right in line with many other local libraries, especially in the dramatic increase in e-media usage. New door counters have been installed at the Main location that will allow door counts by hour, thereby providing solid information to make decisions about hours and access while we are still in the emergency pandemic situation.

10. Trustee Reports

Trustee Bass reported that she read that the Prospect Heights Public Library (PHPL) is closing for six months for a renovation and wants MPPL to support their residents. Director Reynders clarified that PHPL is still offering parking lot pickup services.

11. Calendar Items

- a. Foundation Board Meeting – August 24 – Michael Duebner
- b. Special Board Meeting – September 3 at 6:00 p.m. (interview Trustee candidate and review 2021 Budget and 2020 Levy)
- c. Library Closed – September 7 Labor Day
- d. Regular Board Meeting – September 17
- e. Foundation Board Meeting – September 28 – open (Terri Gens)
- f. Placeholder for Special/COW/Personnel meeting – October 1

12. Adjourn to Closed Session

*As pursuant to 5 ILCS 120/2 C (1), the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.*

Motion was made by Trustee Haas and seconded by Trustee Duebner to adjourn to closed session at 7:46 p.m. Voice vote carried.

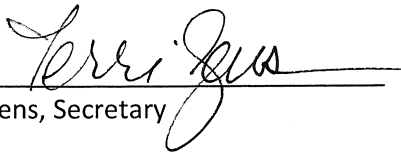
13. Reconvene Open Session

President Haas reconvened the meeting in open session at 8:51 p.m.

Mount Prospect Public Library  
Board of Library Trustees  
10 S. Emerson Street | Mount Prospect, IL 60056

14. Adjournment

Regular meeting adjourned at 8:52 p.m.

  
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Terri Gens, Secretary

Approved as submitted 09/17/2020