

Board of Trustees
Mount Prospect Public Library

Regular Board Meeting
May 21, 2020
Minutes

The meeting of the Board of Library Trustees was held without a quorum of Library Trustees physically present. The Library Trustees conducted the Board meeting with Library Trustees attending remotely via electronic means. This method of conducting the Board meeting was authorized by Executive Order of the Governor (COVID-19 Executive Order No. 5, March 16, 2020). Information and instructions on how to participate in the meeting and submit public comments was published on the meeting notice, the meeting agenda, and on the Library's public website.

1. Call to Order

Notice of the time of the meeting, agenda, and instructions on how to participate and provide public comment, having been posted on the library's website forty-eight hours prior to the meeting as required by law, the meeting was called to order at 7:03 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: Su Reynders
Visitors: There were approximately 40 visitors and staff on the electronic meeting.

3. Consent Agenda

- a. Approve Minutes of Regular Board Meeting April 16, 2020
- b. Approve Minutes of Special Board Meeting April 30, 2020
- c. Treasurer's Report and Approval of April 2020 Bills

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

4. Officer Elections

The Board discussed the usual process of electing new officers each May and recognized that due to the special pandemic circumstances a new timeline should be considered. Trustees also noted that immediately prior to the pandemic the Board was prepared to review changes to the Bylaws that included a modification to the designated officers. The Board requested that the proposed Bylaws changes be brought forth to the June COW meeting for review.

Motion was made by Trustee Duebner and seconded by Trustee Gilligan to defer the officer elections until the revised Bylaws are approved. Voice vote carried.

5. COVID-19 Emergency Plan Update and Re-Opening Plans

Director Reynders reviewed the library's re-opening plan, which includes the MPPL Stages and how they are tied to the Illinois Reopening Phases. She outlined the steps taken to implement safety protocols for staff and patron safety and reviewed the following draft documents: Return to Work Agreement, Employee Rights and Responsibilities, Safety Protocol and Response Plan, and Safety Training. The

Board of Trustees
Mount Prospect Public Library

Library is on track to begin offering Parking Lot Pickup services on June 1, 2020. The Library will stay in MPPL Stage 3 (pickup only) for at least two weeks before considering moving to MPPL Stage 4 (limited public in building), but only after our region moves to Illinois Phase 3.

6. Clearing Patron Fines

Trustees discussed the staff recommendation of clearing patron fines to eliminate one barrier to service. In response to a Trustee question, Director Reynders reported that this recommendation was a one-time action and does not mean the Library has gone Fine Free permanently. Staff will bring a recommendation regarding a permanent Fine Free policy in the near future for the Board to consider.

Motion was made by Trustee Fulk and seconded by Trustee Gens to clear existing late fines from all cardholder accounts. Roll Call Vote: AYES: Bass, Duebner, Fulk, Gens, Gilligan, Haas. NAYS: None. ABSTAIN: None. ABSENT: None. Motion carried.

7. Director and Trustee Reports

Director Reynders reported that the replacement of the parking garage stairs due to safety concerns was completed. She also reported that the Library is launching a face mask donation program, where community members can donate homemade cloth masks that the Library will distribute as needed.

Trustee Bass reported on the recent Foundation meeting she attended. She requested that the schedule of Foundation meetings be added to future Board agendas.

8. Schedule Next Board Meeting

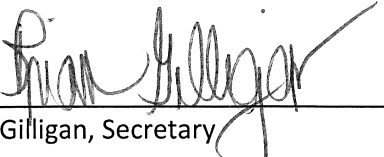
Trustees agreed to meet next on June 11, 2020 for a COW meeting, and to change the date of the regular June meeting to June 25, 2020.

9. Public Comment

Director Reynders read one emailed comment. There was no other public comment.

10. Adjournment

Regular meeting adjourned at 7:40 p.m.



Brian Gilligan, Secretary

Approved as submitted 06/25/20