

Board of Trustees  
Mount Prospect Public Library

**Regular Board Meeting  
June 25, 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. President Statement Regarding Virtual Meeting

President Haas read the following statement aloud prior to beginning the meeting, *"This meeting is held as a virtual meeting given that the Illinois Governor has declared the coronavirus pandemic a disaster. I have determined that an in-person meeting is not practical or prudent because of the disaster. I have also determined that it is not feasible, due to the disaster and the disaster declaration, to have a Library Trustee, the Library Director, or the Library's Attorney present at the Library (the library facility closed to staff at 7:00 p.m. this evening)."*

2. 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.

3. 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 13 visitors and staff on the electronic meeting.

4. Consent Agenda

- a. Approve Minutes of Regular Board Meeting of May 21, 2020
- b. Approve Minutes of Committee of the Whole Meeting of June 11, 2020
- c. Treasurer's Report and Approval of May 2020 Bills

Motion was made by Trustee Duebner and seconded by Trustee Gilligan 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.

5. Library Reopening Plans

Director Reynders reported that the Library is planning to open to the public on July 6 with time, capacity, and hours limitations. Masks will be required of everyone, and patrons will be asked to follow safety protocols such as distancing. More information about the reopening plans will be available on the Library's website and social media channels the week of June 29. The results of a study determining how long the COVID-19 virus lives on library materials has been released, and based on the results, the Library is decreasing the length of quarantine time for returned materials from seven days to three days.

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Staff will be closely monitoring the Illinois reopening plan, and if Illinois moves back to an earlier phase the Library will be influenced to do the same.

6. Review and Approve Bylaws Revisions

Trustees reviewed the changes to the bylaws that were requested at the June 11, 2020 Committee of the Whole meeting. Trustees requested the following amendments:

- III.C.4 – Add “or cause to be kept”
- IV.B – Confirmed “four (4) Library Trustees”
- VI.B – Add “Oversee all activities of the Library”

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

7. Election of Officers

Motion was made by Trustee Duebner and seconded by Trustee Haas to approve the following slate of officers for 2020-2021: Sylvia Haas, President; Michael Duebner, Vice President; Terri Gens, Secretary; Brian Gilligan, Treasurer. Roll Call Vote: AYES: Bass, Duebner, Fulk, Gens, Gilligan, Haas. NAYS: None. ABSTAIN: None. ABSENT: None. Motion carried.

8. Committee Appointments 2020-2021

The Board discussed committee appointments for 2020-2021. President Haas solicited interest and then appointed the following members:

- Personnel Committee – Trustees Bass, Fulk, Gens, Haas
- Finance Committee – Trustees Duebner, Fulk, Gilligan, Haas

9. Director and Trustee Reports

Director Reynders reported that the Illinois General Assembly passed Senate Bill 1863 that designates Election Day as a holiday and directs government agencies to be closed. Election Day this year is Tuesday, November 3, 2020. Clarification is being sought as to whether this applies to libraries.

Trustee Duebner commended the staff on the content and frequency of social media posts and recognized their effectiveness in keeping the community informed and engaged in library activities. Trustee Gens also recognized staff for providing outstanding library service to the community.

Trustee Fulk attended Foundation meeting on June 22 and she reported that the Foundation is in the process of updating/revising their bylaws. They are evaluating future sponsored programs and fundraisers. An event recognizing Jackie Hinaber was also discussed.

10. Public Comment

Rosemary Groenwald clarified that 500 patron holds were catalogued in 9 days, not items.

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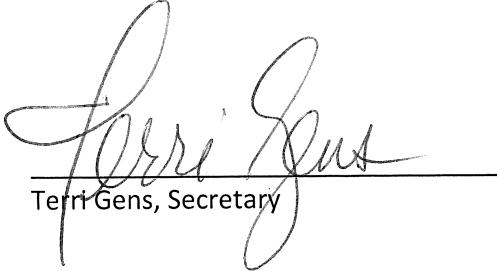
11. Calendar items

- ~~Committee of the Whole Meeting – July 2 CANCELED~~
- Library Closed – July 4
- Regular Board Meeting – July 16 (in person at the library)
- Finance Committee Meeting August 6 (in person at the library)

Trustee Duebner stated that if the current situation changes, upcoming meetings can be switched to remote. Meeting location will be decided prior to the posting of the agenda and meeting notice and will include the appropriate information.

12. Adjournment

Regular meeting adjourned at 7:39 p.m.



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Terri Gens, Secretary

Approved as submitted 07/16/20