

**Forest Park Public Library
Board of Trustees Monthly Meeting Minutes
November 18, 2019
Austin Meeting Room, 7:00 pm**

Opening of Meeting

- A. Karen Childs called the meeting to order at 7:00 pm.
- B. Roll call: Trustees present: Karen Childs, James Pekoll, Brooke Sievers, Emily Victorson, and Nathalie Wheaton. Staff present: Pilar Shaker. Guests present: none.
- C. Victorson made a motion to approve the agenda for the November 18, 2019, Board meeting, as submitted. Pekoll seconded the motion and it carried.
- D. Wheaton made a motion to approve the October 21, 2019, Board meeting minutes, as submitted. Childs seconded the motion and it carried.

Reports

- A. Director's Report: Shaker requested guidance from the Board on if the first floor should be reopened. Two staff feel strongly that the first floor should not be open due to dust, chemicals, and the general construction environment. The staff have been provided with ADA forms for their doctors to fill out and return so the Library may make accommodations. The Library is compliant with law and safety standards. Victorson encouraged Shaker to offer masks to staff. The Board encouraged Shaker to open the first floor to patrons.
- B. Treasurer's Report: Spending is on track as well as income.
- C. Board Committee Reports: Policy Committee met and their recommendations will be discussed later in the agenda. Pekoll asked about the sample policy Shaker provided about partnering with for-profits. Victorson wants to continue the conversation after the renovation to figure out how much off-site programming should be done at for-profit business locations.
- D. Trustee Reports: none.

New Business

- A. Victorson made a motion to approve the payment of bills in the amount of \$349,942.00. Pekoll seconded the motion and it carried.

Beribak	absent	Victorson	aye
Pekoll	aye	Wheaton	aye

Sievers aye Childs aye

B. Sievers made a motion to approve the payment of the November 22, 2019, and December 6, 2019, payrolls. Childs seconded the motion and it carried.

Beribak absent Victorson aye

Pekoll aye Wheaton aye

Sievers aye Childs aye

C. Victorson made a motion to approve reimbursements to staff S. Lavin \$16.70, A. Perez \$44.88 (from October), and S. Lavin \$85.72, as submitted. Pekoll seconded the motion and it carried.

Beribak absent Victorson aye

Pekoll aye Wheaton aye

Sievers aye Childs aye

D. Victorson made a motion to approve the policy updates as recommended by the Policy Committee, as submitted. Wheaton seconded the motion. Discussion followed to finalize the wording and eliminate procedures from the policies. The motion carried as amended.

E. Sievers made a motion to approve the Application and Certificate for Payment to Shales McNutt Construction in the Amount of \$280,862.17, as submitted. Victorson seconded the motion and it carried.

Beribak absent Victorson aye

Pekoll aye Wheaton aye

Sievers aye Childs aye

F. Review of Second Quarter Strategic Plan Update (discussion). FPPL is at the end of the current strategic plan. In a near-future meeting, Shaker would like to discuss with the Board how to approach the next strategic planning process.

The Board toured the first floor construction area and browsed the finishes for the furniture that have been ordered.

No executive session

Adjournment

Wheaton made a motion to adjourn at 8:30 pm. Victorson seconded the motion and it carried.

Respectfully submitted,
Brooke Sievers, Secretary