

**Forest Park Public Library
Board of Trustees Monthly Meeting Minutes
December 16, 2019
Austin Meeting Room, 7:00 pm**

Opening of Meeting

- A. Karen Childs called the meeting to order at 7:05 pm.
- B. Roll call: Trustees present: Lin Beribak, Karen Childs, Brooke Sievers, Emily Victorson, and Nathalie Wheaton. Trustees absent: James Pekoll. Staff present: Pilar Shaker. Guests present: none.
- C. Victorson made a motion to approve the agenda for the December 16, 2019, Board meeting, as submitted. Beribak seconded the motion and it carried.
- D. Wheaton made a motion to approve the November 18, 2019, Board meeting minutes, as submitted. Victorson seconded the motion and it carried.
- E. Public Comment: none.

Reports

- A. Director's Report: It was a busy facilities month with routine work, the renovation, and a leaking pipe from the roof. We have received over \$1000 in donations to clear children's fines as part of the giving tree. Victorson asked about the *Forest Park Review* article on the levy and its accuracy. Shaker explained to her that the Library requests an increase of 5%, but we expect to receive the CPI (1.9%). Victorson asked for clarification that the Board voted on this. Shaker summarized that the Policy Committee met and made a recommendation which the entire Board approved. Shaker further clarified that the Library asks for the 5% so the Library captures any new revenue that would be above the 1.9%.

A patron reached out and requested a permanent commemoration of Karen Stuart, the longtime crossing guard in front of the library. Childs will respond to the patron letting them know that the library supports a commemoration, but will not take financial lead on it. Karen Stuart was a well-known patron to the staff.

- B. Treasurer's Report: We're on track with spending for where we should be at this point in the year during a renovation. Spending on library circulating materials will increase once the renovation is complete and all of the shelving is accessible so new materials can be more easily shelved.

Sievers asked about the construction contingency budget and how much is left at this point in construction. Shaker responded that we started with \$60,000 in

contingency and slowly the funds have been released as we complete significant projects without needing this reserve. Projects that this money has been used on include ceiling tiles, lighting, painting, and removed wall covering. We're budgeted to have \$1200 left in that line at the end of the project.

C. Board Committee Reports: none.

D. Trustee Reports: Beribak recommended trustees read *The Library Book* by Susan Orlean.

New Business

A. Beribak made a motion to approve the payment of bills in the amount of \$347,203.03. Wheaton seconded the motion and it carried.

Beribak	aye	Victorson	aye
Pekoll	[absent]	Wheaton	aye
Sievers	aye	Childs	aye

B. Sievers made a motion to approve the payment of the December 20, 2019; January 3, 2019; and January 17,2019, payrolls. Victorson seconded the motion and it carried.

Beribak	aye	Victorson	aye
Pekoll	[absent]	Wheaton	aye
Sievers	aye	Childs	aye

C. Beribak made a motion to approve the Library closure dates for 2020, as submitted. Childs seconded the motion and it carried.

D. Sievers made a motion to approve the Board of Trustees meetings dates for 2020, as submitted. Wheaton seconded the motion. Sievers looked at the meeting dates for the Village Board to determine if the Library levy would be presented the same night as the Library Board meeting. Ideally, Shaker will attend the Village meeting when the levy is presented. Shaker will confirm with the Village that the levy meeting will take place on December 14, 2020. Based on that information, the Library Board will determine at a future date if their December Board meeting should be adjusted. The motion carried.

E. Victorson made a motion to approve the Application and Certificate for Payment to Shales McNutt Construction in the Amount of \$291,712.91, as submitted. Beribak seconded the motion and it carried.

Beribak	aye	Victorson	aye
Pekoll	[absent]	Wheaton	aye
Sievers	aye	Childs	aye

F. Discussion of the Fines Free article by Trustee Victorson. Victorson thinks it's a nice idea and the points raised on equity in the article ("We Wanted Our Patrons Back' — Public Libraries Scrap Late Fines To Alleviate Inequity" by Emma Bowman) speaks to a lot of the efforts that have been made at FPPL. Shaker explained that fines only block patrons from checking items out, not from using any other services in the building. Victorson questioned if a child charged for losing 5 video games should have fines forgiven and asked if there was a way to block that child from checking out more video games. Sievers disagreed and stated that we shouldn't be judging patrons for what they check out or have late based on the format they choose to use.

Shaker explained how an overdue item becomes a billed item after a period of time so a forgiveness of fines would not include the billed item.

Victorson reiterated her desire to help patrons who have fines and the Library shouldn't be punishing patrons who are not able to pay fines. She read an article last year on NPR about people who get stuck in the cycle of fines and are unable to get themselves out and advance.

Victorson raised her concern about the wreath on the front of the building. Shaker responded that the Board instructed her to have the wreath on the front of the building and other winter decorations after she instructed staff to not put up a Christmas tree the first year she worked at FPPL. Staff and some patrons complained so the Board instructed Shaker to put up some decorations. Victorson disagreed and said that was not what she would have voted on. Sievers asked that the Board use *Robert's Rule of Order* and go around the table so each Board member expressed their opinion. Beribak did not think a wreath was overtly Christian. Wheaton stated that wreaths and greenery make her think of winter, not Christmas specific. Childs did not think a wreath was overtly Christmas and asked for clarification on what it meant to be inclusive. Sievers asked if the Library did not put up any decorations if the popular Giving Tree would still be put up. Shaker said there are other ways to promote the same kind of program.

Shaker expressed frustration that she was being accused of not doing what the Board had asked of her a couple of years ago. Victorson wants a policy on holiday decorations and to eliminate all religion from decor in the Library. Shaker would prefer eliminating all decorations so administration is not required to determine what is or isn't a religious decoration.

The Board of Library Trustees will meet in Executive Session under the exception of the Open Meetings Act ILCS Chapter 5, Act 120, Section 120/2(c)(1) to discuss the

appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.

Sievers made a motion to go into closed session at 8:15pm. Wheaton seconded the motion and it carried.

The Board came out of closed session at 8:34pm.

G. Wheaton made a motion to approve a 5% bonus for D. Harris in honor of her thirty years of service and dedication during the renovation. Beribak seconded the motion and it carried.

Beribak	aye	Victorson	aye
Pekoll	[absent]	Wheaton	aye
Sievers	aye	Childs	aye

Adjournment

Wheaton made a motion to adjourn at 8:36 pm. Beribak seconded the motion and it carried.

Respectfully submitted,
Brooke Sievers, Secretary