

**Forest Park Public Library
Board of Trustees Monthly Meeting Minutes
March 16, 2020
Community Room, 7:00 pm**

Opening of Meeting

- A. Karen Childs called the meeting to order at 7:02 pm.
- B. Roll call: Trustees present: Lin Beribak, Karen Childs, James Pekoll, Brooke Sievers, Emily Victorson (via phone), and Nathalie Wheaton. Staff present: Pilar Shaker. Guests present: none.
- C. Sievers made a motion to approve the agenda for the March 16, 2020, Board meeting, as submitted. Pekoll seconded the motion and it carried.
- D. Sievers made a motion to approve the February 17, 2020, Board meeting minutes, as submitted. Childs seconded the motion and it carried.

Reports

- A. Director's Report: Shaker will email trustees the chapter for review in accordance with the per capita grant requirements. The cleaning crew has been in to deep clean and will return prior to opening.
- B. Treasurer's Report: Beribak reported that capital expenses are where we expected them to be. We are now finished paying for the renovation project.
- C. Board Committee Reports: Finance Committee met to discuss the working budget.
- D. Trustee Reports: none

New Business

- A. Beribak made a motion to approve the payment of bills in the amount of \$117,386.56. Pekoll seconded the motion and it carried.

Beribak	aye	Victorson	aye
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

B. Pekoll made a motion to approve the payment of the March 27, 2020, and April 10, 2020, payrolls. Wheaton seconded the motion and it carried.

Beribak	aye	Victorson	aye
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

C. Victorson made a motion to approve the Application and Certificate for Payment to Shales McNutt Construction in the amount of \$53,995.46, as submitted. Sievers seconded the motion and it carried.

Beribak	aye	Victorson	aye
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

D. Sievers made a motion to approve reimbursements to staff S. Lavin for \$25.51 and S. Farnum for \$536.10, as submitted. Childs seconded the motion and it carried.

Beribak	aye	Victorson	aye
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

E. Sievers made a motion to approve the 20/21 Working Budget, as submitted. Beribak seconded the motion and it carried. The Finance Committee discussed this budget at length and recommended its approval.

Beribak	aye	Victorson	aye
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

F. Victorson made a motion to approve the 20/21 Appropriations Resolution #020-001, as submitted. Sievers seconded the motion and it carried. The appropriation is always higher than the budget so if extra replacement taxes (or other income sources) the library has the authority to spend the funds.

Beribak	aye	Victorson	aye
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

G. Sievers made a motion to approve Resolution #020-002 regarding Sexual Harassment Policy, as submitted. Wheaton seconded the motion. Discussion: Shaker explained that the previous policy recently approved by the Board needed to be updated to include Trustees. Since this applies to the Board, it's a resolution. Shaker learned about this update through a webinar. The motion carried.

Beribak	aye	Victorson	aye
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

Additional discussion: The Governor just announced that Boards can meet virtually. It's expected the April Board meeting will be held virtually. Shaker also reviewed what staff are doing while the library is closed.

No executive session

Adjournment

Wheaton made a motion to adjourn at 7:32 pm. Beribak seconded the motion and it carried.

Respectfully submitted,
Brooke Sievers, Secretary