

**Forest Park Public Library
Board of Trustees Monthly Meeting Minutes
September 21, 2020
Virtual via Zoom, 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, Keary Bramwell, Ayanna Brown, Karen Childs, James Pekoll, and Brooke Sievers. Staff present: Pilar Shaker. Guests present: none.
- C. Beribak made a motion to approve the agenda for the September 21, 2020, Board meeting, as submitted. Pekoll seconded the motion and it carried.

Beribak	aye	Pekoll	aye
Bramwell	aye	Sievers	aye
Brown	aye	Childs	aye

- D. Sievers made a motion to approve the August 17, 2020, Board meeting minutes, as submitted. Beribak seconded the motion and it carried.

Beribak	aye	Pekoll	aye
Bramwell	aye	Sievers	aye
Brown	aye	Childs	aye

- E. Public comment: none

Reports

- A. Director's Report: Trustee Brown sent an article to Shaker about de-colonizing the collection. It inspired staff to rethink some collections like the Urban Fiction. The rough plan is to put up a display on why the collection is moving and why it will be changed. Staff have been working on a new template for statistics to share. Brown commented that she really liked the postcard welcoming new Forest Parkers.

- B. Treasurer's Report: Salaries are on track to be spent and the rest of the budget lines are mostly underspent. Fewer multiple copies are being purchased since there are fewer holds.
- C. Board Committee Reports
 - a. Finance Committee: Beribak explained two documents in the packet are included from the committee and recommended for adoption (draft of the levy and the Financial Management Policy).
 - b. Strategic Planning Committee: Sievers explained the recommended vendor (NIU) for the survey and focus groups is included. This vendor stood out because they ensure a representative population is surveyed and not just power-users.
- D. Trustee Reports: Childs announced that she is vacating her seat on the Board and will be sending in her letter of resignation shortly.

Old Business

None

New Business

A. Bramwell made a motion to approve the payment of bills in the amount of \$43,390.51. Sievers seconded the motion and it carried.

Beribak	aye	Pekoll	aye
Bramwell	aye	Sievers	aye
Brown	aye	Childs	aye

B. Beribak made a motion to approve the payment of the September 25, 2020, and October 9, 2020, payrolls. Pekoll seconded the motion and it carried.

Beribak	aye	Pekoll	aye
Bramwell	aye	Sievers	aye
Brown	aye	Childs	aye

C. Bramwell made a motion to approve Strategic Planning Committee's recommendation of NIU as our consultant, as submitted. Sievers seconded the motion and it carried.

Beribak	aye	Pekoll	aye
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Bramwell	aye	Sievers	aye
Brown	aye	Childs	aye

D. Pekoll made a motion to approve the Resolution 020-007 to Levy funds, as submitted. Beribak seconded the motion and it carried.

Beribak	aye	Pekoll	aye
Bramwell	aye	Sievers	aye
Brown	aye	Childs	aye

E. Childs made a motion to approve the Resolution 020-008 to Revise the Funds Balance Policy, as submitted. Beribak seconded the motion and it carried.

Beribak	aye	Pekoll	aye
Bramwell	aye	Sievers	aye
Brown	aye	Childs	aye

F. Sievers made a motion to approve the Resolution 020-006 to Transfer excess funds in the amount of \$150,000 to the Special Reserve, as submitted. Bramwell seconded the motion. Pekoll asked for an explanation on why it's not eight months. Brown asked for clarification on the reserve amount. Shaker referenced that eight months of reserve is adequate since it is on top of our tax revenues and FPPL is underspending in most budget areas. The motion carried.

Beribak	aye	Pekoll	aye
Bramwell	aye	Sievers	aye
Brown	aye	Childs	aye

No executive session

Adjournment

Brown made a motion to adjourn at 7:38 pm. Childs seconded the motion and it carried.

Beribak	aye	Pekoll	aye
Bramwell	aye	Sievers	aye
Brown	aye	Childs	aye

Respectfully submitted,
Brooke Sievers, Secretary