

**MIDLOTHIAN PUBLIC LIBRARY
BOARD TRUSTEES MEETING
July 18, 2023**

CALL TO ORDER

The meeting was called to order by President Murawski at 7:01 p.m. Present were Trustee Bonk, Trustee Hill, Trustee Malik, Trustee Woolard, Director Jennifer Cottrill, and Christy Parente, Recorder of Minutes. Trustee Ceja and Trustee Gee were absent.

INTRODUCTION OF VISITORS

Maricela Kim, new Teen Librarian; Shelby O'Hara, new Adult Services Assistant.

MINUTES

On a motion by Trustee Hill and seconded by Trustee Bonk the minutes of the June 20, 2023 meeting were approved by roll call vote. 5 ayes and 0 nays.

REVIEW OF BILLS AND FINANCIAL ACCOUNTING

On a motion by Trustee Malik and seconded by Trustee Hill the financial report for June 20, 2023 was reviewed. Total cash balance for the special reserve accounts was \$977,685.72, for the operational reserve accounts \$1,245,916.91, and for cash on hand accounts \$1,350,600.77. The financial report was approved by roll call vote. 5 ayes and 0 nays.

A motion to pay all of July 2023 bills in the total amount of \$115,686.10 was made by Trustee Bonk and seconded by Trustee Malik and approved by roll call vote. 5 ayes and 0 nays.

COMMUNICATIONS

Two patrons expressed appreciation for the Cricut program and requested more. A patron requested the library provide field trips. A patron requested a specific piece of equipment for videoconferencing. The library already provides Chromebooks to patrons with this capability.

LEGISLATION UPDATE

None.

BOARD DEVELOPMENT OPPORTUNITIES

Trustee Hill and Trustee Malik attended the ALA Annual Conference. Both shared their highlights of the conference with the board.

REPORT OF OFFICERS & COMMITTEES

- A. Building – No Report.
- B. Finance & Budget – No Report.
- C. Board Development – No Report.
- D. Strategic Planning – No Report.
- E. Technology – No Report.
- F. Policy – No Report.
- G. Friends of the Library – No Report.

REPORT OF THE EXECUTIVE DIRECTOR

Ms. Cottrill reported that Teen Intern Demarion Winston is being promoted to Circulation Assistant to fill the position of Claudia Mendoza who is resigning Aug. 4. Charlie Lowery's last day was July 13. A 7-day ban was issued to a patron for hostile and disruptive speech to library staff. Ms. Cottrill has submitted an application for the T-Mobile Hometown Grant for expenses associated with library pickup lockers. The library issued a check for the amount owed to the EIFS subcontractor G&J (\$12,940.85) to the Clerk of the Circuit Court of Cook County. All four public bathrooms are usable. A punch list has been issued. The kickoff meeting for the parking lot project is July 27.

UNFINISHED BUSINESS

- A. Resolution 2023-02: Resolution Declaring a Default of Master Design Build, LLC and Terminating the Agreement between Owner and Contractor Dated June 26, 2020, for Cause – On a motion made by Trustee Hill and seconded by Trustee Malik the board tabled the motion until the August 15, 2023 board meeting.

NEW BUSINESS

- A. Serving Our 4.0, Chapter 7: Collection Management and Chapter 8: System Member Responsibilities & Resource Sharing – Reviewed.
- B. Semi-Annual Review of Closed Session Minutes – A motion to keep all closed session minutes closed was made by Trustee Woolard and seconded by Trustee Bonk and approved by roll call vote. 5 ayes and 0 nays.
- C. Collection Management Policy – No Recommended Changes. Reviewed.
- D. Interlibrary Loan Policy – No Recommended Changes. Reviewed.
- E. Volunteer Policy – No Recommended Changes. Reviewed.

OTHER BUSINESS

None.


PUBLIC COMMENTS/QUESTIONS

None.

ADJOURNMENT

President Murawski declared the meeting was adjourned at 7:32pm. 5 ayes and 0 nays.

Respectfully submitted,



Jason Hill Secretary

JH/cp