

**MIDLOTHIAN PUBLIC LIBRARY
BOARD TRUSTEES MEETING
August 15, 2023**

CALL TO ORDER

The meeting was called to order by President Murawski at 7:00 p.m. Present were Trustee Bonk, Trustee Gee, Trustee Hill, Trustee Malik, Trustee Woolard, Director Jennifer Cottrill, and Christy Parente, Recorder of Minutes. Trustee Ceja was absent.

INTRODUCTION OF VISITORS

Dan Eallonardo; Independent Construction Services.

MINUTES

On a motion by Trustee Hill and seconded by Trustee Bonk the minutes of the July 18, 2023 meeting were approved by roll call vote. 6 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 July 18, 2023 was reviewed. Total cash balance for the special reserve accounts was \$922,368.59, for the operational reserve accounts \$1,252,800.15, and for cash on hand accounts \$1,251,462.24. The financial report was approved by roll call vote. 6 ayes and 0 nays.

A motion to pay all of August 2023 bills in the total amount of \$84,350.12 was made by Trustee Bonk and seconded by Trustee Gee and approved by roll call vote. 6 ayes and 0 nays.

COMMUNICATIONS

One patron filled out a comment card and a Google review complaining about the restrooms being renovated to unisex single occupancy.

LEGISLATION UPDATE

None.

BOARD DEVELOPMENT OPPORTUNITIES

Trustee Malik attended the virtual digital equity conversation for Suburban Cook County libraries hosted by the new Director of Digital Equity on July 17. October 2, Midlothian Public Library is one of 60 Illinois libraries co-hosting a Banned Books Week Zoom program for the public organized by Vernon Area Public Library.

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 – Book sale will be Oct. 07. The Friends will host a murder mystery program in Feb.

REPORT OF THE EXECUTIVE DIRECTOR

Ms. Cottrill reported the library is accepting applications for a new Bilingual Public Services Assistant. August 7, a patron informed the library that 6 youth were climbing on top of the library building. All 6 youths have been identified and parental letters were issued. G&J has informed us that they will not consider the EIFS damage a warranty item because the damage is not due to materials failure but to the actions of MDB. A second lawsuit by another subcontractor (Northern Glass) against MDB has been filed. Nearly all punch list items are complete for the bathroom renovation project. The Parking Lot Project kickoff meeting was held on July 28. August 3 and 4, auditors from Lauterbach & Amen performed their annual site visit. Ms. Cottrill would like to meet with the Finance Committee in late August or early September. Ms. Cottrill has been elected President of the Board of the SWAN consortium for the SWAN 2023-2024 fiscal year.

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 Woolard and seconded by Trustee Hill the board approved the resolution declaring a default of Master Design Build, LLC and terminating the agreement between owner and contractor Dated June 26, 2020, for cause. 6 ayes and 0 nays.

NEW BUSINESS

- A. Approval of change orders for restroom, storage and wiring project – On a motion by Trustee Bonk and seconded by Trustee Malik the board approved the change orders 002/003 for flooring in the amount of \$1,507.91 and change order 005 for additional work in the amount of \$9,354.54. 6 ayes and 0 nays.
- B. Serving Our 4.0, Chapter 9: Reference and Reader's Advisory Service – Reviewed.
- C. Results of Annual Reference Service Evaluation – Ms. Cottrill reviewed the data with the board.
- D. Request for approval of quote by Hallett Movers in the amount of \$6,850 for moving library shelving – On a motion by Trustee Gee and seconded by Trustee Bonk the board approved the quote from Hallett Movers in amount of \$6,850 to relocate book shelving.
- E. Social Media Policy – Ms. Cottrill is recommending revising language related to blocking or banning persons regarding the library's social media pages. On a motion by Trustee Woolard and seconded by Trustee Malik the board approved the revisions. 6 ayes and 0 nays.
- F. Exam Proctoring Policy – No changes recommended. Reviewed.
- G. Closed session to discuss matter of appointment, employment, performance, retention and compensation of specific library employees 5ILCS 120/2 (c) 1 – On a motion by Trustee Woolard and seconded by Trustee Gee the board moved into closed session at 7:54 pm. On a motion by Trustee Woolard and seconded by Trustee Gee the board moved into open session at 8:07 pm.

OTHER BUSINESS

None.

PUBLIC COMMENTS/QUESTIONS

None.

ADJOURNMENT

President Murawski declared the meeting was adjourned at 8:08 pm. 6 ayes and 0 nays.

Respectfully submitted,

Jason D. Hill

Jason Hill Secretary

JH/cp