

DEERFIELD PUBLIC LIBRARY BOARD OF TRUSTEES
VIRTUAL MEETING MINUTES
May 20, 2020

1. ROLL CALL & CALL TO ORDER

President Ken Abosch called the meeting to order at 6:34 p.m., virtually and by phone: 1-408-418-9388
Access code: 622 492 851. Residents wishing to share thoughts about any matter concerning the Library
may do so by submitting an email to amy@deerfieldlibrary.org prior to the meeting.

Present Board Members: Ken Abosch – President, Maureen Wener – Secretary, Seth Schriftman –
Treasurer, Mike Goldberg, Luisa Ellenbogen, Howard Handler and Kyle Stone.

Village: Bill Seiden

Staff: Amy Falasz-Peterson, Library Director, Kelly DeCorrevont, Business Manager

1. ROLL CALL & CALL TO ORDER

At the April meeting, the Board agreed that during this time they should suspend their by-laws and allow
the officers to continue in their current roles. The Board asked Ms. Amy Falasz-Peterson to craft a board
agenda reflective of this plan.

A. Suspension of By-laws, Article 4, Section VII

MOTION: Ms. Maureen Wener made a motion to suspend the By-laws for one year, seconded by Mr.
Mike Goldberg.

Vote: 7 Yes – Ken Abosch – President, Maureen Wener – Secretary, Seth Schriftman – Treasurer, Mike
Goldberg, Luisa Ellenbogen, Howard Handler and Kyle Stone.

The motion was approved.

B. Election of Officers

MOTION: Mr. Goldberg made a motion to re-elect the current officers: Mr. Abosch, President, Ms.
Wener, Secretary, Mr. Seth Schriftman, Treasurer, seconded by Mr. Kyle Stone.

Vote: 7 Yes – Ken Abosch – President, Maureen Wener – Secretary, Seth Schriftman – Treasurer, Mike
Goldberg, Luisa Ellenbogen, Howard Handler and Kyle Stone.

The motion was approved.

C. Appointments to Board Committees

MOTION: Mr. Howard Handler made a motion to appoint the current Board Committee assignments,
seconded by Ms. Luisa Ellenbogen.

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B. List of Checks and Payments for Approval (ACTION)

Mr. Schrifman presented the outstanding list of checks to be approved for payment, which included:

-Electronic Payments, 3 ACHs, WinTrust	\$ 126.00
-AP Checks 11612-11649, 12 ACHs, WinTrust	<u>\$ 90,701.22</u>
The total amount presented for approval	\$ 90,827.22

MOTION: Ms. Wener made a motion to approve the April list of checks and payments, seconded by Mr. Stone.

Vote: 7 Yes – Ken Abosch – President, Maureen Wener – Secretary, Seth Schrifman – Treasurer, Mike Goldberg, Luisa Ellenbogen, Howard Handler and Kyle Stone.

The motion was approved.

5. VILLAGE LIAISON REPORT

Mr. Bill Seiden provided the Village Report.

6. LIBRARY DIRECTOR'S REPORT

A. COVID-19 Library Response Report

Ms. Falasz-Peterson provided the Director's Report and a detailed report on the planned phased reopening of the library. Ms. Falasz-Peterson commented how the staff have effectively pivoted to provide virtual services to the Deerfield community. The Board concurred and thanked the staff for their hard work during the pandemic. Ms. Falasz-Peterson reported that this situation changes regularly and communicates updates to the staff. The management team has met and developed plans for curbside pickup and safe return of materials. Mr. Handler asked if there was a timeline for these new services. Ms. Falasz-Peterson reported that the staff expect to begin these services in June.

Ms. Falasz-Peterson shared information about the REALM study on the COVID-19 virus living on surfaces, specifically library materials. When the library begins accepting returns, we plan to quarantine the returned materials for seven days in the meeting rooms.

The Board discussed the COVID-19 Response Report on page 24-25. Safety and the well being of staff continues to be a priority. Providing virtual services has continued to engage our community. Ms. Wener discussed how the library is so much more than just a building. Reaching out virtually and providing support during this time has been well received.

Mr. Abosch asked if the Library was able to obtain appropriate PPE for staff. Ms. Falasz-Peterson replied that we had and have continued to order disposable masks, gloves, cleaners and hand sanitizer.

Ms. Ellenbogen asked how the Board can support the library staff as the library navigates this new reality. Ms. Falasz-Peterson said that she will report back on this topic at the next meeting.

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Mr. Handler asked about the Return to Work approach. Ms. Falasz-Peterson discussed that she plans to update the Board at the next meeting.

Mr. Stone discussed curbside services and some potential challenges. Mr. Stone discussed that the Board will provide support and asked Ms. Falasz-Peterson to continue to provide feedback.

Mr. Stone thanked Ms. Falasz-Peterson and her staff Ms. Anthony and Ms. Henry for their hard work during these times.

7. OLD BUSINESS

A. Strategic Planning Report

Ms. Falasz-Peterson reported that while her focus has been on the library's response to the pandemic, she will be revisiting the Strategic Planning process later this year. Ms. Falasz-Peterson discussed that she is registered for a webinar on strategic planning during this time in June.

8. NEW BUSINESS

9. OTHER

10. ADJOURNMENT

Mr. Absoch thanked the Board of Trustees for their feedback.

At 8:03 p.m., Mr. Goldberg made a motion to adjourn the meeting, seconded by Ms. Wener.

Vote: 7 Yes – Ken Abosch – President, Maureen Wener – Secretary, Seth Schrifman – Treasurer, Mike Goldberg, Luisa Ellenbogen, Howard Handler and Kyle Stone.

The motion was approved.


Maureen Wener, Secretary