

DEERFIELD PUBLIC LIBRARY BOARD OF TRUSTEES
VIRTUAL MEETING MINUTES
September 16, 2020

1. ROLL CALL & CALL TO ORDER

President Ken Abosch called the meeting to order at 5:30 p.m., virtually and by phone. 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. None were received.

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

Village: Bill Seiden

Staff: Amy Falasz-Peterson, Library Director, Kelly DeCorrevont, Business Manager, Esther Park, Admin Assistant

2. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD & CORRESPONDENCE

The library had staff members: Tom Owen, Pam Skittino, Melissa Stoeger, Vicki Karlovsky, Meg Anthony and Kary Henry on the call.

3. APPROVAL OF MINUTES

A. August 19, 2020 Regular Meeting (ACTION)

MOTION: Mr. Kyle Stone made a motion to approve the August 19, 2020 Regular Meeting minutes, seconded by Ms. Maureen Wener.

Vote: 6 Yes – Ken Abosch – President, Maureen Wener – Secretary, Seth Schriftman – Treasurer, Luisa Ellenbogen, Howard Handler and Kyle Stone.

The motion was approved.

4. TREASURER REPORT

A. Financials: Balance Sheet, Revenues & Expenses (ACTION)

MOTION: Mr. Stone made a motion to approve the August Financials seconded by Mr. Howard Handler.

Vote: 6 Yes – Ken Abosch – President, Maureen Wener – Secretary, Seth Schriftman – Treasurer, Luisa Ellenbogen, Howard Handler and Kyle Stone.

The motion was approved.

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

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

-Electronic Payments, 3 ACHs, WinTrust	\$	126.98
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-AP Checks 11855-11904, 12 ACHs, WinTrust	\$ <u>73,759.13</u>
The total amount presented for approval	\$ 73,886.11

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

Vote: 6 Yes – Ken Abosch – President, Maureen Wener – Secretary, Seth Schriftman – Treasurer, Luisa Ellenbogen, Howard Handler and Kyle Stone.

The motion was approved.

C. Proposed FY 2021 Budget & 2020 Levy Request (DISCUSSION)

Mr. Schriftman stated that regular salary increases can be accommodated despite a zero percent levy increase request for salaries. Mr. Schriftman thanked Ms. Amy Falasz-Peterson and Ms. Kelly DeCorrevont for their hard work on the 2021 proposed budget and levy request.

D. Finance Committee Meeting: Thursday, October 1, 2020, Virtual, 5:30 PM

Further budget discussion will take place at the upcoming Finance Committee meeting.

5. VILLAGE LIAISON REPORT

Mr. Bill Seiden gave the Village Liaison Report.

At 5:45 pm, one unidentified caller left the meeting.

6. LIBRARY DIRECTOR'S REPORT

A. COVID-19 Library Response Report: DPL Reopening Update

Ms. Falasz-Peterson shared that Ms. Meg Anthony, Head of Youth Services will be departing from her position and acknowledged her accomplishments throughout the years.

Ms. Falasz-Peterson contacted the IL Department of Public Health to seek guidelines for actions the Library should take since having discovered that there was a Covid-19 positive case at the Library. The Library received guidance that the doors can remain open. Staffing levels at public service desks will be adjusted. There has been a decrease in the usage of curbside pickup. One of the library book drops has been available to the public to accommodate returns made outside library open hours. The Library took action to reschedule the monthly disinfection service to today. Mr. Stone asked if the library was making progress in order to fill the position of Head of Youth Services. Ms. Falasz-Peterson stated that the Library was making good progress with the current pool of applicants. Ms. Ellenbogen asked if the skill set for the position was being reevaluated in light of the current virtual nature of the working landscape. As the Head of Youth Services also served as interim library director, discussion regarding who will take on that responsibility has also begun.

At 6:03 pm, two unidentified callers joined the meeting.

The length of the quarantine period for returned materials has been updated to ten days to reflect the RAILS recommendation. It was clarified that returns are not accepted through the indoor sorter at this time.

At 6:08 pm, Ms. Anthony joined the meeting.

At 6:08 pm, Mr. Mike Goldberg announced that he had joined the meeting.

7. OLD BUSINESS

A. Fines Free Consideration (ACTION)

Since March 2020, the library has not collected fines and is planning on rolling out a fines free consideration for patrons which will be evaluated after six months. Ms. Pam Skittino explained how the process would work in detail and then opened up the floor for questions. Despite there being discussion regarding the effectiveness and the marketing of the fine free consideration, Board members had a generally positive reaction upon hearing and discussing the merits of the new plan.

MOTION: Ms. Wener made a motion to approve the Fines Free Consideration, seconded by Mr. Schriftman.

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

The motion was approved.

8. NEW BUSINESS

A. Mitchell Park Report (REPORT)

Mr. Abosch reported that there is ongoing discussion to change the name of Mitchell Park. Various recommendations varying from names of persons to concept themed names have been suggested. There is discussion regarding how to recognize James Mitchell, who made significant contributions to the Park District.

B. Executive Meeting Minutes Review Process (REPORT)

Ms. Falasz-Peterson researched state guidelines for the review process as virtual meetings have replaced in person meetings. In light of the new information, Mr. Abosch presented two options the Board took into consideration. It was discussed that Ms. Wener, the Secretary, will take some time to review the closed minutes and provide a recommendation on whether or not they should remain closed.

9. OTHER

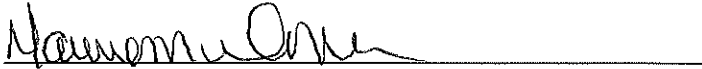
10. ADJOURNMENT

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At 6:54 p.m., Mr. Goldberg made a motion to adjourn the meeting, seconded by Mr. Schriftman.

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

The motion was approved.

A handwritten signature in black ink, appearing to read "Maureen Wener", is written over a solid horizontal line.

Maureen Wener, Secretary