

**DEERFIELD PUBLIC LIBRARY BOARD OF TRUSTEES
VIRTUAL MEETING MINUTES
January 20, 2021**

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, and Kyle Stone.

Village: Bill Seiden

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

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

The library had staff members: Tom Owen, Cristina Bueno and Melissa Stoeger on the call. There was one unidentified caller.

3. APPROVAL OF MINUTES

A. December 16, 2020 Regular Meeting (ACTION)

MOTION: Mr. Seth Schriftman made a motion to approve the December 16, 2020 Regular Meeting minutes, seconded by Mr. Howard Handler.

Vote: 5 Yes – Ken Abosch – President, Maureen Wener – Secretary, Seth Schriftman – Treasurer, Luisa Ellenbogen, Howard Handler.

1 Abstain - Kyle Stone.

The motion was approved.

4. TREASURER REPORT

Mr. Schriftman presented the December financials.

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

MOTION: Mr. Kyle Stone made a motion to approve the December Financials 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.

DPL Board of Trustees
Virtual Meeting Minutes
January 20, 2021

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

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

-Electronic Payments, 4 ACHs, WinTrust	\$ 126.88
-Petty Cash Checks - 703	\$ 51.09
-AP Checks 12105-12182, 11 ACHs, WinTrust	<u>\$ 134,870.59</u>
The total amount presented for approval	\$ 135,048.56

MOTION: Mr. Abosch made a motion to approve the December 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.

5. VILLAGE LIAISON REPORT

Mr. Bill Seiden gave the Village Liaison Report.

6. LIBRARY DIRECTOR'S REPORT

A. COVID-19 Library Response Report

Ms. Amy Falasz-Peterson reported that response to Fines Free rollout has been positive and that the library continues to quarantine items for three days. The community continues to utilize the library's online resources and curbside services. Curbside continues to remain popular and the library would like to improve signage. The MakerSpace was popular with residents in December. The library continues to follow safety guidelines such as social distancing. Ms. Falasz-Peterson sent a letter supporting the request for IDPH to provide vaccinations for library staff in phase 1b or 1c. Ms. Luisa Ellenbogen asked if this request was on behalf of all staff or only librarians. Ms. Falasz-Peterson stated that it was for all library staff. Mr. Abosch extended his thanks to all staff for their continued hard work.

7. OLD BUSINESS

None.

8. NEW BUSINESS

A. FY 2021 Strategic Planning Report

Ms. Falasz-Peterson provided a Strategic Planning Report. She shared that the library wants to revisit and redevelop our services keeping in mind the impact of the pandemic. Ms. Falasz-Peterson believes that the library staff are integral in providing library services that meet the needs of the community and that staff will be given an opportunity to provide their thoughts on the library's strengths, aspirations, and results. The library wants to reassess the needs of the community by sending out an electronic survey in March.

DPL Board of Trustees
Virtual Meeting Minutes
January 20, 2021

Mr. Abosch asked if the survey and strategic planning is a priority for the library at this time. Ms. Wener stated that yes, it's a good time to start working on the strategic plan due to the necessity of preparation. Mr. Stone stated postponing the plan may be a good idea so that the library can create goals and objectives at a time where there is a greater sense of certainty and stability. Ms. Ellenbogen also agreed and stated that survey responses would only reflect needs right at this moment. Ms. Falasz-Peterson then stated the library could introduce a scaled down version of the survey. Mr. Abosch clarified that the initial plan was to create a strategic plan for the long term. Mr. Schriftman also agreed it wouldn't hurt to put the plan on pause. Mr. Handler stated that we should consider that lifestyles will change in the future. Ms. Falasz-Peterson welcomed the Board's input and responded that she will share the feedback with library management. She will provide an update for the February meeting.

B. DPL Environmental Policy (ACTION)

Ms. Falasz-Peterson shared that the library staff have moved to being more environmentally conscious. This has been displayed by our use of green cleaners, green plasticware and paper cups, motion detectors, and K-Cup recycling. Mr. Stone stated that the library can set a good example by staying committed to this policy. Mr. Handler is a strong advocate of this policy.

MOTION: Ms. Ellenbogen made a motion to approve the Environmental Policy, 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.

9. OTHER

10. ADJOURNMENT

At 6:20 p.m., Mr. Schriftman made a motion to adjourn the meeting, seconded by Mr. Handler.

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

The motion was approved.

DocuSigned by:



BB36ADBDF3AF41C...

Maureen Wener, Secretary