

**Crystal Lake Public Library
Board of Trustees**

Minutes Emergency Meeting – March 16, 2020

Call to Order: The Regular Meeting of the Crystal Lake Public Library Board of Trustees was called to order by President Chuck Ebann at 7:00 pm in the Ames Meeting Room at the Library.

Roll Call:

Present: James Becker, Bonita Drew, Chuck Ebann, John Engebretson, Alice Fellers, Stacey Lorenz, Cary Waxler, William Weller

Other: none

Staff Present: Kathryn I. Martens, Library Director; Karen Migaldi, Assistant Director; Ann Pontarelli, Recording Secretary; Teri Galluzzi, Business Manager; Stephanie Price, Public Relations Coordinator; Becky Fyolek, Head of Youth Services; Julie Gibson, Head of Circulation Services; Penny Ramirez, Head of Technical & Automation Services; Nancy Weber, Head of Adult Services

Public Comment: none

Board Development: The Board moved the Census 2020 to a later date.

Consent Agenda: It was moved by William Weller, and seconded by Cary Waxler, to approve the consent agenda including Items VI. A and E.

VI. A. Approval of minutes of previous meeting(s) – Approve the minutes of the Regular Meeting of February 19, 2020.

VI. E Financial reports – Approve the Financial Report for FY 19/20 as of February 29, 2020.

Voice Vote: Aye- 8; Nay- 0; Absent- 0; Abstain- 0; Motion Passed.

Approval of Disbursements: It was moved by Stacey Lorenz and seconded by William Weller to approve the disbursements in the total amount of \$503,656.09 as follows:

	<u>Total</u>
Operating Fund	326,128.03
Construction & Repair	587.19
Per Capita Grant Funds	9,485.00
Gifts & Memorial Funds	277.92
IMRF/FICA Funds	59,526.72
Grand Total:	\$503,656.09

Roll Call:

Aye: James Becker, Bonita Drew, Chuck Ebann, John Engebretson, Alice Fellers, Stacey Lorenz, Cary Waxler, William Weller

Nay: none

Abstain: none

Motion Passed.

Board Action:

A. Library Closings – July 3rd- approval: It was moved by Cary Waxler and seconded by William Weller to approve the Library Closings-change to July 3rd, 2020.

Roll Call:

Aye: James Becker, Bonita Drew, Chuck Ebann, John Engebretson, Alice Fellers, Stacey Lorenz, Cary Waxler, William Weller

Nay: none

Abstain: none

Motion Passed.

B. Landscape Maintenance Contract 2020 -approval: It was moved by John Engebretson and seconded by William Weller to approve the Landscape Maintenance Contract 2020.

Roll Call:

Aye: James Becker, Bonita Drew, Chuck Ebann, John Engebretson, Alice Fellers, Stacey Lorenz, Cary Waxler, William Weller

Nay: none

Abstain: none

Motion Passed.

C. Resolution of Appreciation - approval: It was moved by Cary Waxler and seconded by William Weller to approve the Resolution of Appreciation.

Roll Call:

Aye: James Becker, Bonita Drew, Chuck Ebann, John Engebretson, Alice Fellers, Stacey Lorenz, Cary Waxler, William Weller

Nay: none

Abstain: none

Motion Passed.

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Board Discussion: Kathryn Martens updated the board on the escalation of COVID-19. Libraries across the area are closing. Discussion ensued regarding the public accessing CLPL offerings electronically. Kathryn Martens discussed in house program closings through May 9, 2020. There was discussion amongst the board members and Kathryn Martens regarding payroll. Department heads discussed adding electronic programs to the library website.

The following items were approved by the Board.

1. The Library closing until March 31, 2020.
2. Cancelling Library programs through May 9, 2020.
3. CCS approving card renewals on an individual basis.
4. Increasing Hoopla to six per card holder.
5. Executive Order authorizing Electronic Meetings under OMA.
6. Paying Library employees through April 4, 2020.
7. The Board meeting electronically March 30, 2020 at 3:00 p.m. (CST)

Adjournment:

It was moved by William Weller and seconded by Bonita Drew to adjourn at 8:12p.m.

Voice Vote: Aye- 8; Nay- 0; Absent- 0; Abstain- 0; Motion Passed.

Time: pm

James Becker, Secretary