

FOX RIVER GROVE PUBLIC LIBRARY DISTRICT
REGULAR MEETING of the BOARD OF TRUSTEES
Tuesday, June 16, 2020 at 6:30 p.m.

In accordance with Governor Pritzker's Executive Order 2020-07 Section 6, extended by EO 2020-39, this was a fully online meeting.

MINUTES

CALL TO ORDER – By President Medina at 6:38 p.m.

ROLL CALL – Medina, Campbell, Gans, Gipson, Cooper, Spiek, Steeves. All via Zoom, all confirmed visual and audio. Thew absent.

INPUT FROM CITIZENS – n/a

CORRESPONDENCE AND LIBRARY NEWS – All correspondence discussed.

- 1) FY 2020 Per Capita Grant Award Letter
- 2) McHenry County Libraries Expand Services as Stay-at-Home Order Continues and related Twitter post
- 3) RAILS Plans to Resume Delivery

CONSENT AGENDA

- 4) Items to be included in Consent Agenda
 - a. Minutes from the May 19, 2020 Board Meeting
 - b. Treasurer's Report Including Transfer of Funds Totaling \$101,000 for May Bills, Estimated June Bills, and Four Upcoming Payrolls
- 5) Consent Agenda Approval (voice vote) – Gans moved to approve, Cooper second, voice vote, all ayes. Thew absent.

REPORT OF THE DIRECTOR – Discussion of SRC registrations, new auditor, audit presentation will be in October, plans for resuming committee work. Steeves will email budget and policy committees about scheduling online meetings.

SPECIAL REPORTS – President Medina complimented the YS staff on their creativity and innovation.

UNFINISHED BUSINESS (all possible action items)

- 1) Windows 10 Upgrades – Underway, should be complete by mid to late July.
- 2) Data-Enabled Tablets Pilot Program – Underway, not as many participants as anticipated. Steeves will promote more widely.
- 3) COVID-19 Update – Wide-ranging discussion about financial and safety impact of the virus, and possible options for reopening to the public. Decisions:
 - a. Campbell moved to make the library fine free through year's end with a full definition of fine free being made by the policy committee's new Circulation Policy, to revisit in January 2021. Gans second, voice vote, all ayes. Thew absent.
 - b. Spiek moved to restart the FRGML Running Club activities and to require participants to complete a waiver, and to follow IDPH guidelines for outdoor physical fitness events. Gans second, voice vote, all ayes. Thew absent.
 - c. Cooper moved to reopen for transactional services when Illinois reaches Phase IV and when computer upgrades are complete. Gipson second, voice vote, all in favor. Thew absent.
 - i. Comments on how to prepare:
 1. Must require thorough masking – Medina
 2. Hours will be limited to accommodate keeping staff in teams to limit exposure – Steeves
 3. Materials will continue to be quarantined per RAILS guidelines – Steeves
 4. Computer access will be by advance reservation only to limit disinfection work by staff between sessions – Gans and Campbell
 5. Steeves will research UV-C lights as an option for disinfecting bathrooms on nights without janitorial service; Spiek cautioned to be thorough re: safety with UV-C

NEW BUSINESS (all possible action items)

- 1) Draft of FOIA Information for 2020-2021 – Campbell moved to approve, Gans second, voice vote, all ayes. Thew absent. Final version will be in August consent agenda.
- 2) Review of January 2020-June 2020 closed session minutes – Medina noted no review needed as there were no closed sessions in the timeframe.
- 3) Ordinance No. 2020-6-1 Library Board Meeting Dates – Gipson moved to approve, Gans second, voice vote, all ayes. Thew absent.
- 4) Ordinance No. 2020-6-2 Holiday Closings Dates – Campbell moved to approve, Cooper second, voice vote, all

ayes.

- 5) Ordinance No. 2020-6-3 Transferring Capital Equipment Funds – Gans moved to approve, Spiek second, voice vote, all ayes. Thew absent.
- 6) Removing Weeded Items with Better World Books – Board consensus was that BWB makes sense as a replacement for Friends book sale while book sale events are not possible. Steeves and staff will move forward.

TRUSTEE COMMENTS – Cooper loves delivery service and appreciates YS selections for her grandsons. Gipson's children completed the crafts in their delivery. Medina has heard good things about crafts and Hershey's Kisses in deliveries. Medina told board to expect final FOIA and Tentative B&A in August consent agenda.

ADJOURNMENT – Spiek moved to adjourn at 7:55 p.m., Gans second, voice vote, all ayes.

The next regular board meeting is scheduled for Tuesday, August 18, 2020, at 6:30 p.m.