

**Minutes of the Evergreen Park Public Library
Board of Trustees
Thursday, June 10, 2020
7:00pm, electronically by Zoom**

The virtual meeting was called to order at 7:05pm by President Kim Shine. The following trustees were present: Vice President Virginia Chandler, Treasurer Elizabeth Topa, Secretary Kate Bradley, Trustee James Busk, and Trustee Helen Tomczuk. Trustee Deborah Pearson was absent. Library Director Nicki Seidl was also present.

President Kim Shine led the assembly in the Pledge of Allegiance.

Kim Shine motioned that "Approval of the FY2021 ILLINET/OCLC Services Program Renewal Agreement" be added to the agenda under New Business, seconded by Helen Tomczuk. The motion passed unanimously and the item was added to the agenda.

Elizabeth Topa motioned to approve the Minutes of the Regular Meeting of May 13, 2020, with the amendment that Trustee Helen Tomczuk was absent. Virginia Chandler seconded the motion. The motion passed unanimously.

The Treasurer's Report was presented by Nicki Seidl. With her guidance, the Board reviewed the financial statements for May, 2020. Virginia Chandler motioned to accept the Treasurer's Report for audit, seconded by James Busk. The motion passed unanimously. Director Seidl will provide a separate list of all expenses incurred related to the Covid-19 pandemic at the next meeting.

Helen Tomczuk motioned to approve the list of checks for payment of bills for May 2020, seconded by James Busk. The motion passed unanimously.

Helen Tomczuk motioned to approve the list of checks for payment of bills for June 2020, seconded by Kate Bradley. The motion passed unanimously.

There were no public comments.

Librarian's Report:

Nicki Seidl reported that 636 items were picked up curbside between May 11-31. EP residents can print from home to the library's printer and pick up printouts curbside. \$1.00 in printing (10 black and white or 2 color) is allowed free. Plexiglass shields were installed at all service desks. The summer reading program, Library Olympics: The Games Must Go On is mostly virtual this year. Curbside pickup hours were expanded to Monday-Friday, 10am to 6pm, Saturday, 10am to 2pm. A temporary computer lab was set up in the Children's department with six workstations. As of June 1, EP cardholders 10 years and older can make one-hour reservations by phone or online to use computers, fax, scanner, or photocopier. Credit card devices were installed on coin boxes to minimize cash handling. Users must wear face coverings and practice social distancing; staff assists as social distancing allows. AgeOptions awarded EP Library a \$3,000 stipend for outreach and education of older adults ensuring a complete count for the Census. A grant was submitted to Best Buy to provide materials and services to better provide access to the Internet and important educational resources for community members. An

automatic locking system was installed on the outside front entry doors that operates from a switch at the Circulation desk.

Evergreen Park Public Library Foundation:

The account for the Evergreen Park Public Library Foundation currently has a balance of \$60,712.14. The Illinois Charitable Organization Annual Report was filed with the Attorney General's Office as required.

The next meeting should be in October 2020.

Old Business:

The next phase of reopening the library should be in early July, assuming that Governor Pritzker transitions the state into phase 4 on June 26 as expected. Gatherings of 50 people will be allowed, with face coverings and social distancing. At this time services will include limited browsing of the collection and study room use for one or two people. Seniors and vulnerable individuals can access the building from 10 to 11am. Small meetings or library programs will likely be deferred until fall.

Virginia Chandler spoke with Mayor Sexton seeking guidance on expanding our parking lot to include the vacant house/lot across the street. He is supportive of the site analysis and feasibility study, and acknowledged the project would be an appropriate use of TIF funds. Helen Tomczuk motioned to approve the agreement for site analysis services for parking expansion by Engberg Anderson Architects, 8618 W Catalpa Ave, Suite 116, Chicago, IL 60656 with the stipulation that expenses not to exceed \$5,000. We will need more clarification in exactly what the final cost will be. The motion was seconded by Virginia Chandler. The motion passed unanimously.

New Business:

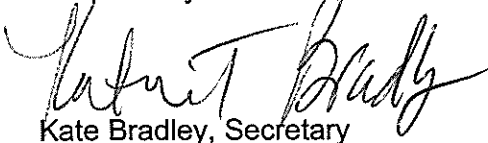
Helen Tomczuk motioned to approve the FY2021 ILLINET/OCLC Services Program Renewal Agreement, seconded by Elizabeth Topa. The motion passed unanimously.

Elizabeth Topa motioned to approve the closure of the library on Friday, July 3, 2020 for the public holiday, seconded by Helen Tomczak. The motion passed unanimously.

Helen Tomczuk motioned to approve the 2020 Annual Resolution Authorizing Public Library Non-Resident Cards, seconded by Elizabeth Topa. The motion passed by voice vote, 6 Ayes, 0 Nays and 1 Absent.

There being no further business to discuss, Helen Tomczuk motioned to adjourn the meeting. Elizabeth Topa seconded the motion. The motion passed unanimously, and the meeting adjourned at 8:13 pm. The next regular meeting of the Evergreen Park Public Library will be Wednesday, July 8, 2020, at 7:00 pm in the large meeting room or on Zoom, depending on conditions.

Respectfully submitted,



Kate Bradley, Secretary