

**The River Grove Public Library District
General Board Meeting Minutes
JUNE 9, 2021**

We began our meeting with a presentation from Kathy Parker at 6:05 pm. Ms. Parker gave a brief summary of her library experience and was here to do training on what the director and trustees responsibilities are. Her presentation ended at 6:50 pm.

We then continued with our General Board Meeting.

CALL TO ORDER:

President Prokop called the meeting to order at 7:00 p.m.

Roll:

Mr. Conway	Present
Mr. McManus	Present
Ms. Mazza	Present
Ms. Angelico	Present
Ms. Asbury	Present
Ms. Carvajal	Present
Mr. Prokop	Present
Record Shows:	7 Present, 0 Absent
Also Present:	Jorge Perez, Director Yuli Melnyk, Head of Circulation Toula Anastos, Administrative Assistant

GUEST:

We had 26 guests attend and 2 on Zoom.

Mr. Prokop administered the Oath of Office to our Newly Elected Board Members, Mr. Conway, Ms. Mazza, Ms. Asbury, and Ms. Carvajal.

RE-ORGANIZATION OF THE BOARD:

Mr. Prokop wishes not to be board president and steps down from the position.

Mr. McManus motioned to appoint Mr. Robert Conway as President of the Board.

Ms. Asbury second.

Record Shows: All Ayes

Motion Carries.

Mr. Conway motioned to appoint Ms. Kristine Mazza as Vice-President of the Board.

Ms. Asbury second.

Record Shows: All Ayes

Motion Carries.

Mr. McManus motioned to appoint Ms. Kimberly Asbury as Secretary of the Board.

Mr. Conway second.

Record Shows: All Ayes

Motion Carries.

Mr. Conway motioned to appoint Ms. Nanci Carvajal as Treasurer of the Board.

Ms. Asbury second.

Record Shows: All Ayes

Motion Carries.

As our new President, Mr. Conway gave thanks to those who voted for him, and he gave a brief history of his life. He also noted that as he served the community as a police officer, he will serve as a protector of the River Grove Library District so that River Grove citizens will have a place for recourses for years to come.

APPROVAL OF MINUTES:

A. Ms. Angelico motioned to approve the General Board Meeting Minutes for May 12, 2021 as presented.

Mr. Prokop second.

Record Shows: All Ayes

Motion Carries.

B. Mr. Prokop motioned to approve the Executive Session Minutes for May 12, 2021 as presented.

Mr. McManus second.

Record Shows: All Ayes

Motion Carries.

CORRESPONDENCE:

1. The Village of Elmwood Park sent us an application to join in their 4th of July Parade. The board discussed the pros and cons on joining the 4th of July Parade.

Ms. Mazza motioned not to join in on the Elmwood Park 4th of July Parade.

Ms. Angelico second.

Record Shows: All Ayes

Motion Carries.

2. A letter from The Village of River Grove noting that they will be replacing all 2,100 residential water meter registers and MTU units in the coming months to improve the water meter system.

TREASURER’S REPORT:

The May Treasurer’s Report was tabled.

BILLS FOR APPROVAL:

Ms. Angelico motioned to approve the June 2021 Bills for Approval as presented.

Mr. Prokop second.

Roll:

Mr. Conway Aye

Mr. McManus Aye
Ms. Mazza Aye
Ms. Angelico Aye
Ms. Asbury Aye
Ms. Carvajal Aye
Mr. Prokop Aye
Record Shows: 7 Ayes, 0 Nays
Motion Carries.

LIBRARY STATUS REPORT

- A. Ms. Melnyk reported on our Summer Kick-off event. She noted how some of the board members attended and parents and children had a fun time.
- B. Welcome Bags are being set up and we will begin to give them to the new apartments.
- C. SWAN just launched their new holds call system.
- D. Our IT company is working with TBS to configure our system and setup MyPC.
- E. Our stats and passport applications did very well this year in comparison to last year.
- F. We would like to give thanks to Laura and the Village, who helped us with the tables and seating for our Summer Reading event.
- G. We will begin June 11 on Stage 5 of the Covid-19 protocol. We have been following what the Governor and State of Illinois says.

Mr. Prokop motioned to approve the Library Status Report as presented.

Ms. Angelico second.

Record Shows: All Ayes

Motion Carries.

COMMITTEE REPORTS:

A. Building and Grounds

No Report.

B. Finance

No Report.

C. Legislative

No Report.

D. Public Relations

No Report.

E. Strategic Planning

No Report.

OLD BUSINESS:

A. Utica Proposal

Our Insurance Company, Utica, sent in an itemized letter showing how the refund check, in the amount of \$7,074.10 for the water damage was allocated. The thousand dollar discrepancy was for the deductible.

NEW BUSINESS:

A. Year End Resolutions

Resolution of Remaining Funds:

Mr. Prokop motioned to accept the resolution that any remaining funds be transferred from the Library Maintenance & Support Fund to the General Fund for the year ending June 30, 2021 as presented.

Mr. Conway second.

Roll:

- Mr. Conway Aye
- Mr. McManus Aye
- Ms. Mazza Aye
- Ms. Angelico Aye
- Ms. Asbury Aye
- Ms. Carvajal Aye
- Mr. Prokop Aye
- Record Shows: 7 Ayes, 0 Nays

Motion Carries.

Resolution of Unspent Funds:

Mr. Prokop motioned to accept the Resolution of unspent funds from the general fund to be transferred to the library development fund for year ending June 30, 2021 as presented.

Mr. Conway second.

Roll:

- Mr. Conway Aye
- Mr. McManus Aye
- Ms. Mazza Aye
- Ms. Angelico Aye
- Ms. Asbury Aye
- Ms. Carvajal Aye
- Mr. Prokop Aye
- Record Shows: 7 Ayes, 0 Nays

Motion Carries.

Mr. Perez requested that we add personnel to the Executive Session as Item A.
Mr. McManus requested that we add property to the Executive Session as Item B.

PUBLIC COMMENTS

Mayor David Guerin congratulated the new elected board members and thanked the former library board and its staff for leading us through this very difficult time last year.

Mr. Prokop motioned to recess for 10 minutes at 7:35.

Mr. McManus second.

Roll:

Mr. Conway	Aye
Mr. McManus	Aye
Ms. Mazza	Aye
Ms. Angelico	Aye
Ms. Asbury	Aye
Ms. Carvajal	Aye
Mr. Prokop	Aye
Record Shows:	7 Ayes, 0 Nays
Motion Carries.	

EXECUTIVE SESSION:

Mr. Prokop motioned to adjourn from our regular session and go into Executive Session to discuss personnel at 7:47 pm.

Mr. McManus second.

Roll:

Mr. Conway	Aye
Mr. McManus	Aye
Ms. Mazza	Aye
Ms. Angelico	Aye
Ms. Asbury	Aye
Ms. Carvajal	Aye
Mr. Prokop	Aye
Record Shows:	7 Ayes, 0 Nays
Motion Carries.	

We reconvened into our regular session at 8:06 pm.

Mr. McManus motioned to adjourn from our regular session and go into Executive Session to discuss property at 8:07 pm.

Ms. Mazza second.

Roll:

Mr. Conway	Aye
Mr. McManus	Aye
Ms. Mazza	Aye
Ms. Angelico	Aye
Ms. Asbury	Aye
Ms. Carvajal	Aye
Mr. Prokop	Aye
Record Shows:	7 Ayes, 0 Nays

Motion Carries.

We have reconvened back into our regular session at 8:19 pm.

On behalf of the board, Mr. Prokop thanked Mr. Perez for his service here at the library and wished the best in his new job and noted that he will be missed.

ADJOURNMENT:

Mr. Conway motioned to adjourn out of regular session at 8:20 pm.

Ms. Mazza second.

Record Shows: All Ayes

Motion Carries

Respectfully submitted,

Kimberly A. Asbury
Board Secretary
