

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE BOARD OF TRUSTEES OF THE WESTCHESTER PUBLIC LIBRARY, WESTCHESTER, ILLINOIS, HELD IN THE COMMUNITY ROOM OF THE WESTCHESTER PUBLIC LIBRARY, 10700 CANTERBURY STREET AT 7:00 PM ON MONDAY, FEBRUARY 10, 2020

- 1. Pledge of Allegiance**
- 2. Swearing In of Newly Appointed Trustee Suzanna Carbrey** – Village President Paul Gattuso did not attend so the swearing in was deferred until the February 24 meeting.
- 3. Call to Order and Roll Call** - Meeting was called to order at 7:12 PM by President Demitrus Evans. Present were President Demitrus Evans, Trustee Shannon Flint, Trustee Jenice Hampton, Treasurer Fred Poppe, Vice President Elizabeth Hunter and Trustee John Lamberti. Also present were Director Fidencio Marbella, Youth Services Manager Kris Jacobson, Business Manager Allison Muzal and financial adviser Matt Krajniak.
- 4. Public Comment** – No public comment.
- 5. Discussion Items**
 - A. Library Financial Adviser Matthew Krajniak** - Presentation by our Financial Investment Adviser Matt Krajniak on the library's reserve fund. Mr. Krajniak recommended comparing bond rates with current bank CD rates. If the rates are similar, the library may be better off investing in CDs.
 - B. Library Improvements** – Director Marbella reported that there is asbestos underneath the old carpeting behind the Circulation desk and that it will be abated the evening of February 14. To increase the multi-cultural nature of our programming the Adult department is looking into offering programs on the music and food of different cultures. Jay Shefsky from WTTW Channel 11 has been contacted about possibly doing a library program based on his show *Jay's Chicago*. There is a program this evening with Mary Cray and her experiences of marching with Dr. Martin Luther King.
 - C. Review of Policies 6.78 Abandonment of Job, 6.80 Staff Corrective Action, 6.82 Resignation, 6.83 Exit Interview and 6.84 Identity Protection Policy** – A few minor questions were asked but no changes were suggested.
 - D. Changes to Sexual Harassment Policy** – As required by a change in state law effective January 1, a discussion was held about the changes that will be required to be made to the board bylaws. A policy covering sexual harassment between board members will be added.
 - E. FY 2020-2021 Budget** – Business Manager Muzal presented the first draft of the new budget. The board will have time to study the proposed budget since it will not have to be approved until the April regular meeting (although it can be approved earlier). She also discussed the differences between capital projects (the new HVAC system) and regular maintenance (painting). Also included in the budget are funds for hiring a consultant to rewrite job descriptions.
- 6. Unfinished Business** – SWAN attended the library's February 7 All Staff meeting to discuss going fine free starting February 20. 11 out of 92 SWAN public libraries are now or will be fine free. Promotions for this change will begin in March in the newsletter and on social media.

7. **Public Comment** – No public comment.
8. **Board Member Comment, Feb. 3 Oakbrook Legislative Luncheon** – President Evans discussed the undercounting issues Cook County and Illinois are facing and what the financial ramifications are for Illinois' taxing bodies, including the library. Assistance is available from Proviso Township and from non-profits such as the Community and Economic Development Association (CEDA).
9. **Executive Session** – no Executive session was held.
10. **Adjournment** –Trustee Lamberti motioned to adjourn, seconded by Treasurer Poppe, 6 ayes, 0 nays and the meeting was adjourned at 8:37 PM.

Submitted by Demitrus Evans, President, Westchester Public Library Board of Trustees