

# MINUTES OF THE MARCH 14, 2022 COMMITTEE OF THE WHOLE MEETING OF THE BOARD OF TRUSTEES OF THE WESTCHESTER PUBLIC LIBRARY, WESTCHESTER, ILLINOIS, HELD REMOTELY VIA ZOOM DUE TO THE ONGOING COVID 19 PANDEMIC

1. **Pledge of Allegiance**
2. **Call to Order and Roll Call** – Before the meeting was called to order, President John Lamberti stated that due to Governor Pritzker’s disaster declaration related to public health concerns and the ongoing COVID-19 pandemic that an in-person meeting would not be prudent or practical and that this meeting would be held remotely. The meeting was called to order at 7:07 PM by President John Lamberti. Present were President John Lamberti, Treasurer Greg Christoff, Trustee Laina Krisik and Trustee Shannon Flint. Trustee Elizabeth Hunter joined at 7:09 PM, Vice President Jenice Hampton joined at 7:10 PM and Secretary Christine Kuffel was absent. Also present were Director Fidencio Marbella, Business Manager Allison Muzal, Assistant Director Kristen Jacobson, Technical Services Manager Ryan Flores, Circulation Manager Pat Sinacore and Adult Services Manager Patrick Callaghan.
3. **Public Comment** – No public comment.
4. **Discussion Items**
  - A. **Review of Policies 2.4 Confidentiality of User Records, 3.1 Literature Display & Distribution, 4.1 Computer and Internet Access and 4.14 Volunteers** – Trustee Krisik asked if there’s a time limit for patrons to use our computer access and if there’s a restriction on gaming in Youth. Vice President Hampton asked if the library is currently using volunteers. No changes were suggested for any of the four policies.
  - B. **Library Improvements** – Director Marbella will be reaching out to architect Dan Pohrte for timeline information for the story time room remodel. The Illinois Libraries Present consortium will be offering an April program with Nick Offerman and Jeff Tweedy and Adult will have programs with Meg Lowman and Jay Shefsky. The prairie garden ribbon cutting ceremony will be on Thursday, June 16 and will include the families of both Fred Poppe and Frank Perry.
  - C. **Department Manager Reports** – Assistant Director Jacobson reported on a new partnership with the WMS photography club, including plans for a visit to Wolf Road Prairie. Adult Services Manager Callaghan helped Reference Assistant Sebastian win a flat of swamp milkweed from Monarch Watch. Technical Services Manager Flores reported on an OCLC update. Circulation Manager Sinacore said that the SWAN transition from Enterprise to Aspen is nearly complete.
  - D. **FY 2022-2023 Budget** – Business Manager Muzal discussed increasing the amount dedicated to the story time room remodel and added additional funding to the benefits and payroll line item to account for adding a Circulation Clerk.
  - E. **Room Rentals** – Library management is considering reopening the library’s meeting rooms to the public for the first time since the pandemic began. Trustee Krisik asked if we would have capacity limits. Trustee Flint noted that masking requirements seem to be dropping everywhere.
5. **Unfinished Business** – Director Marbella reminded the board about the Celebrate Westchester event on March 26.
6. **Board Member Comments** – the board discussed how the library might be able to support or educate residents on the events currently happening in Ukraine. Trustee Flint said she had received compliments on our offering of Canopy. President Lamberti asked if the ALA has any initiatives regarding Ukraine.
7. **Public Comment** – No public comment.

8. **Executive Session** – President Lamberti motioned to go into Executive Session for the purpose of discussing the library director’s annual review pursuant to Section 2. (c)(1) of the Illinois Open Meetings Act, seconded by Trustee Flint, roll call vote was taken with President Lamberti, Trustee Flint, Vice President Hampton, Treasurer Christoff, Trustee Hunter and Trustee Krisik aye, 0 nay, 1 absent, motion carried and the board entered Executive Session at 7:55 PM and returned to Open Session at 8:49 PM.
9. **Adjournment** – President Lamberti motioned to adjourn, seconded by Vice President Hampton, roll call vote was taken with President Lamberti, Trustee Flint, Vice President Hampton, Treasurer Christoff, Trustee Hunter and Trustee Krisik aye, 0 nay, 1 absent, motion carried and the meeting was adjourned at 8:52 PM.

**Submitted by Fidencio Marbella, Director, Westchester Public Library**