

MINUTES OF THE FEBRUARY 13, 2023 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 2023-02 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 7:10 PM by President John Lamberti. Present were President John Lamberti, Trustee Darla Woods, Trustee Stephanie Pedersen, Treasurer Greg Christoff, Vice President Elizabeth Hunter, Trustee Shannon Flint and Secretary Christine Kuffel. Also present were Director Fidencio Marbella, Assistant Director Kris Jacobson, Business Manager Allison Muzal, Adult Services Manager Patrick Callaghan and Circulation/Technical Services Manager Ryan Flores.
3. **Public Comment** – No public comment.
4. **Discussion Items**
 - A. **Library Improvements** –Director Marbella reported on the progress of the story time room. The new lighting has been installed, painting is underway and the flooring is scheduled to be installed starting on February 15. Much of the furniture and fixtures have arrived and the data lines for the new TV are scheduled to be run this week. He also reported on the many Adult programs scheduled for March and April, with our own programming supplemented by those from the Illinois Libraries Present consortium.
 - B. **Department Manager Reports** –Assistant Manager Jacobson reported on the Youth “Love Rock” program that drew over thirty children and on her Zoom program “The Lost Summers of Newport” held jointly with the LaSalle Public Library. Adult Services Manager Callaghan discussed the request for help from District 92 ½ to assist with an influx of immigrants from the Ukraine and Montenegro and the language barriers they face. He recommended using the Mango language resource available through our website. He also discussed Adult’s “Blind Date with a Book” promotion. Circulation Manager Flores talked about how the library would be able to get library cards to those immigrants who do not yet have the proper identification for getting a card.
 - C. **End of Governor’s Emergency Covid Orders, May 11** – Governor Pritzker’s Covid emergency orders are scheduled to end by May 11, which means the end of remote board meetings. Library staff will work on ways for the department managers to still be able to attend remotely to give their monthly manager reports. Trustee Pedersen asked if there were circumstances under which board members might still be able to attend remotely.
 - D. **Next Installment of Cook County Property Taxes Dues April 3, 2023** – The next installment of the Cook County property taxes will be delayed by one month.
 - E. **Other Options for CDs** – Director Marbella asked the board if they would like to explore options for getting CDs from sources in addition to Inland Bank, looking for higher rates.
5. **Unfinished Business**–Director Marbella updated the board on the employee handbook review. Library staff met with the library’s attorneys and reviewed the handbook and made some final corrections. The finished product should be ready by the March COTW for the board to review. Treasurer Christoff asked about the challenge procedure review that was discussed late last year. Director Marbella is working with one of the new librarians on coming up with updated procedures. When that’s complete Heidi will present the process to the board.
6. **Board Member Comments**–none

7. **Public Comment**—No public comment
8. **Executive Session** – After briefly discussing the director review process, the board decided not to hold an executive session.
9. **Adjournment** –President Lamberti motioned to adjourn, seconded by Secretary Kuffel, roll call vote was taken with President Lamberti, Vice President Hunter, Secretary Kuffel, Treasurer Christoff, Trustee Woods, Trustee Flint and Trustee Pedersen aye, 0 nay, motion carried and the meeting was adjourned at 7:47 PM.

Submitted by Fidencio Marbella, Director, Westchester Public Library