



**MORTON GROVE PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES MEETING
VIRTUAL LOCATIONS
December 10, 2020
7:00 P.M.**

The Board of Trustees of the Morton Grove Public Library met on December 10, 2020 at virtual locations on Zoom.

All packets were distributed via email on Tuesday, December 8, 2020, and an agenda was posted to the Library website 48 hours prior to the meeting.

The meeting was called to order at 7:03 p.m. by President Macejak.

Those answering roll call were Trustees Gonzales, Jost, Macejak, Monzon, Pelletier, and Puzzo.

Absent: Trustee Swanson

Also Present: Scott Harrod, member of public

APPROVAL OF REGULAR BOARD MINUTES OF NOVEMBER 12, 2020

A motion to approve the regular board minutes from November 12 was made by President Macejak and seconded by Trustee Puzzo.

Ayes: Gonzales, Jost, Macejak, Monzon, Pelletier, and Puzzo

Absent: Swanson

PUBLIC COMMENTS – AGENDA ITEMS

No members of the public wished to address the Board.

PRESIDENT’S REPORT

President Macejak reported that after the release of the latest newsletter that highlighted the upcoming YS renovation, she has received a lot of positive feedback on the project.

NOVEMBER FINANCIAL STATEMENTS

Trustee Gonzales reviewed and discussed the November financial statements with the Board. Director Leffler gave some more detail on the timing of checks showing on the check register.

A motion to approve the November Financial Statements was made by Trustee Gonzales and seconded by Trustee Monzon.

Ayes: Gonzales, Jost, Macejak, Monzon, Pelletier, and Puzzo

Absent: Swanson

FACILITIES/POLICY MEETING

Lower-level renovation - Director Leffler gave the Board some more information on the pre-bid construction meetings held on December 9 and 10.

Trustee Pelletier had to log off and log back into the meeting due to technical difficulties.

Director Leffler indicated that she will work with the Policy Committee to set a meeting date in January.

STAFF REPORTS

Executive Director Leffler discussed the date of reopening of the building to the public. She is tentatively planning on reopening the building on February 1. The Board agreed with this, understanding that plans may have to be adjusted.

President Macejak inquired as to how the staff is doing. Director Leffler reported that she and the Department Managers are remaining as flexible as possible to accommodate the family and personal needs of the staff while still providing service to the community.

YS RENOVATION

Discussion of the YS renovation took place under the Facilities/Policy committee report.

RESOLUTION NO. 2020-06 TO APPROVE LINE OF CREDIT WITH FIFTH THIRD BANK

A motion to approve Resolution No. 2020-06 to Approve the Line of Credit with Fifth Third Bank was made by President Macejak and seconded by Trustee Jost.

Ayes: Gonzales, Jost, Macejak, Monzon, Pelletier, and Puzzo

Absent: Swanson

2020 PER CAPITA GRANT

Executive Director informed the board that the due date for the Per Capita Grant application has been pushed back to March 15, 2021. The requirements for the grant this year are to review the new edition of *Serving Our Public 4.0 Standards for Public Libraries*. Further discussion of the grant requirements will take place at the January and February meetings.

TEMPORARY PAID SICK LEAVE

Trustee Macejak made a motion to approve the Temporary Paid Sick Leave policy for 2021 as presented by Director Leffler. Seconded by Trustee Monzon.

Ayes: Gonzales, Jost, Macejak, Monzon, Pelletier, and Puzzo

Absent: Swanson

EXECUTIVE DIRECTOR LEFFLER EVALUATION

A motion to go into Executive Session for the "...appointment, employment compensation, discipline, performance or dismissal of specific employees of the public body," as allowed per 5 ILCS 120/2(c)(1) was made by President Macejak and seconded by Secretary Pelletier.

Ayes: Gonzales, Jost, Macejak, Monzon, Pelletier, and Puzzo

Absent: Swanson

The Board went into Executive Session at 7:42 p.m.

The Board came out of Executive Session and back into Open Session at 8:26 p.m.

APPROVAL OF EXECUTIVE DIRECTOR SALARY FOR 2021

President Macejak made a motion to approve the Executive Director salary for 2021 in the amount of \$110,000.

Ayes: Gonzales, Jost, Macejak, Monson, Pelletier, and Puzzo

Absent: Swanson

COMMUNICATIONS

Director Leffler reported that we had received a \$50 donation and a thank you note that was not included in the Board packets.

PUBLIC COMMENTS – NON-AGENDA ITEMS

No members of the public wished to address the Board.

ADJOURNMENT

The meeting was adjourned at 8:31 p.m.

APPROVED:

President

ATTEST:

Secretary