



**MORTON GROVE PUBLIC LIBRARY  
MINUTES OF THE BOARD OF TRUSTEES MEETING  
July 8, 2021  
7:00 P.M.**

The Board of Trustees of the Morton Grove Public Library met on July 8, 2021, in the lower level of the Library located at 6140 Lincoln Avenue, Morton Grove, IL.

All packets were distributed via email by Tuesday, July 6, 2021, and an agenda was posted to the Library website 48 hours prior to the meeting.

The meeting was called to order at 7:01 p.m. by President Pro Tem Gonzales.

Those answering roll call were Trustees Gonzales, Jost, Pelletier, Puzzo  
Absent: Macejak, Monzon

Also present: Executive Director Leffler; Administrative Assistant Gilbert

**APPROVAL OF REGULAR BOARD MINUTES OF June 10, 2021**

A motion to approve the regular board minutes from June 10, 2021, was made by President Pro Tem Gonzales and seconded by Trustee Jost.

Approved unanimously by voice vote

**PUBLIC COMMENTS – AGENDA ITEMS**

No members of the public were present to address the Board.

**PRESIDENT'S REPORT**

No report.

Trustee Monzon entered the meeting via telephone at 7:04 p.m.

**JUNE FINANCIAL STATEMENTS**

A motion to approve the June Financial Statements was made by President Pro Tem Gonzales and seconded by Trustee Pelletier.

Ayes: Gonzales, Jost, Monzon, Pelletier, Puzzo

Absent: Macejak

**FACILITIES/POLICY MEETING**

Information on Facilities and the renovation was discussed under Unfinished Business.

The Policy Committee met on July 1, 2021. Approval of policies will be discussed under New Business.

**STAFF REPORTS**

Director Leffler reported on the Per Capita Grant application and Expenditure report process. She also answered questions from the Trustees on the difference between librarian and associate positions and staffing levels throughout the library.

**UNFINISHED BUSINESS**

**Lower-level Renovation**

Director Leffler gave an update on the lower-level renovation. Substantial completion still expected at the end of July. We are still waiting for delivery of some pieces of furniture and shelving end panels. These may be delayed until September. The Library will have a soft reopening of the YS department in mid-August with a bigger celebration in September.

A motion to approve the SMC June pay packet #5 in the amount of \$213,931.90 was made by President Pro Tem Gonzales and seconded by Trustee Jost.

Ayes: Gonzales, Jost, Monzon, Pelletier, Puzzo

Absent: Macejak

**NEW BUSINESS**

**Resolution 2021-05 Resolution to Adopt a Non-resident Library Fee**

A motion to adopt a non-resident library fee was made by President Pro Tem Gonzales and seconded by Trustee Monzon.

Ayes: Gonzales, Jost, Monzon, Pelletier, Puzzo

Absent: Macejak

**Policy Approval**

Trustee Puzzo reported that the Policy Committee met on July 1 and reviewed the Homebound Services, Meeting Room, and Naming policies. Only minor changes were made to the policies.

A motion to approve the Homebound Services, Meeting Room, and Naming policies was made by President Pro Tem Gonzales and seconded by Trustee Puzzo

Ayes: Gonzales, Jost, Monzon, Pelletier, Puzzo

Absent: Macejak

**August Board Meeting**

Executive Director Leffler reminded the Board that the August meeting has been cancelled.

**Trustee Appointment Schedule**

Executive Director Leffler discussed the timing of posting for the open trustee position left by the resignation of former Trustee Swanson. It was agreed that the position will be posted in early August and stay open for a few weeks. Trustees will review applications and discuss next steps at the September meeting.

Executive Director Leffler also verified that the Board will use the current trustee application and interview questions.

**COMMUNICATIONS**

Per Capita Grant award letter and a thank you note to the YS Department were presented.


**PUBLIC COMMENTS – NON-AGENDA ITEMS**

No members of the public were present to address the Board.

**ADJOURNMENT**

The meeting was adjourned at 7:32 p.m.

APPROVED:

  
President Pro Tem

ATTEST:

  
Secretary