

# PEOTONE PUBLIC LIBRARY DISTRICT

September 15, 2020

## Budget and Appropriations Hearing – Ordinance 2020-01

**Location: Peotone Library Meeting Room** (limited to six board members for public safety/masks required) or Google Meet. The Meeting will be held remotely using internet conferencing software apps. This procedure is being followed pursuant to the Illinois Governor's "Executive Order" suspending certain provisions of the Illinois "Open Meetings Act" (i.e. 5 ILCS 120/2.01; 5 ILCS 120/7). The public can access the meeting remotely via Internet Meeting ID: [meet.google.com/qfd-usic-tvz](https://meet.google.com/qfd-usic-tvz) Phone Numbers (US) +1 617-675-4444 PIN: 152 304 207 9088#

**Call to Order:** 6:34pm by J. Mills, Trustee President

**Pledge to the U.S. Flag: Recited**

**Roll Call taken by J. Mills, Library Board President:** Trustee D. Ladislas: present, Trustee M. Cann: present, Trustee S. Gall: present, Trustee K. LeClaire: present, Trustee A.M. Nagel: present, President J. Mills: present.

**Others attending:** Director N. Bormet, present, R. Welzen, Bookkeeper (Google Meet), and Kathy Boswell, guest via Google Meet.

**Budget and Appropriations Ordinance 2020-01** Motioned to approve by Trustee Nagel, seconded.

**Roll Call vote** by President Mills:

Trustee D. Ladislas: Aye

Trustee M. Cann: Aye

Trustee S. Gall: Aye

Trustee K. LeClaire: Aye

Trustee A.M. Nagel: Aye

Trustee J. Mills: Aye

6 Ayes, 0 Nays, 0 Abstain, 0 Absent.

Motion to approve Ordinance 2020-01 passed by Roll call vote.

**Motion to adjourn** by A.M. Nagel, seconded. Roll call Vote taken by President J. Mills:

Trustee Ladislas: Aye, Trustee Cann: Aye, President Mills: Aye, Trustee Gall: Aye, Trustee LeClaire: Aye, Trustee Nagel: Aye.

6 Ayes, 0 Nays, 0 Abstain, 0 Absent. Motion to adjourn by Roll call vote passed.

**Adjournment** at 6:36 pm

Karen LeClaire, Secretary  
Peotone Public Library District



**PEOTONE PUBLIC LIBRARY DISTRICT  
REGULAR BOARD MEETING  
September 15, 2020**

**Location: Peotone Library Meeting Room** (limited to six board members for public safety/masks required) or Google Meet. The Meeting will be held remotely using internet conferencing software apps. This procedure is being followed pursuant to the Illinois Governor's "Executive Order" suspending certain provisions of the Illinois "Open Meetings Act" (i.e. 5 ILCS 120/2.01; 5 ILCS 120/7). The public can access the meeting remotely via Internet Meeting ID: [meet.google.com/qfd-usic-tvz](https://meet.google.com/qfd-usic-tvz) Phone Numbers (US) +1 617-675-4444 PIN: 152 304 207 9088#

Following Budget and Appropriations (B&A) Hearing Trustee Nagel motioned to open Regular Board Meeting, seconded.

**Call to Order:** 6:37 pm by J. Mills, Library Board President.

**Pledge of Allegiance to the U.S. Flag:** Recited.

**Roll Call:** Taken by J. Mills, Library Board President: D. Ladislas: present, M. Cann: present, S. Gall: present, AM Nagel: present, K. LeClaire: present, J. Mills: present.

Others attending: Noreen Bormet: Library Director, present. Ruth Welzen: Bookkeeper (Google Meet), and Kathy Boswell, guest, present via Google Meet.

**Public Forum:** None attending.

**Minutes –**

Approval of: **Regular Board Meeting Minutes: July 21, 2020: Corrections:**

- Trustee Nagel motioned to approve minutes of Board Meeting August 18, 2020 with no corrections, no additions. The motion to approve was seconded. President Mills took Roll Call Vote.

Trustee Ladislas-aye, Trustee Cann-aye, Trustee Gall – aye, Trustee LeClaire –aye, Trustee Nagel –aye, President Mills-aye.

Ayes – 6, Absent -0, Nays – 0, Abstain -0. Motion to approve Regular Board Meeting Minutes of August 18, 2020 passes.

**Bills from August 11, 2020 to August 31, 2020 and September 1, 2020 to September 8, 2020:** Following discussion, Trustee Gall motioned to approve payment of bills, seconded. President Mills took Roll Call vote.

Trustee Ladislas –aye, Trustee Cann –aye, President Mills – aye, Trustee Gall– aye, Trustee LeClaire– aye, Trustee Nagel – aye. Ayes -6, Nays -0, Abstain – 0, Absent -0. Motion passes. Filed for audit.

**Financial Report:** Trustee Nagel motioned to file for audit, seconded. President Mills took Roll Call vote.

Trustee Ladislas- aye, Trustee Cann– aye, President Mills – aye, Trustee Gall –aye, Trustee LeClaire–aye, Trustee Nagel – aye. Ayes -6, Absent 0, Nays -0, Abstain-0. Motion passes. Financial report filed for audit.

**Director's Report:** See attached Director's Report. Additional comments by Director Bormet:

- Will County CARE Grant approved application to award Library for COVID-19 materials purchased that were non-budgeted, in amount of \$3,372.42. Library still eligible for remaining Grant of \$11,000.00
- IPLAR report due September 1, 2020 to State of Illinois Library. Submitted August 19.
- Application for the open Board Trustee position has been submitted, meeting in person with applicant to be scheduled.

- Online Notary Training and updates taken on August 31. Waiting for Illinois State paperwork.
- Illinois State Library working on training requirements for staff and trustees for the next Per Capita Grant Application. It is expected to be available in October. Director Bormet will email the links to Trustees to complete for the January grant deadline.

#### **RAILS News:**

- Doing final push for Census count, end of September. Materials - signage, masks, T-shirts, flyers, personal hand sanitizer sent to Library have been distributed by Staff and Board, Fire Department, Village Hall, School District. Census numbers are important for the Library's PerCapita Grant.
- Equity, diversity, and Inclusion Training will be online Training for Staff and Trustees through RAILS soon.
- Deliveries still coming, majority of RAILS staff still working from home.
- New information coming, updating survey. Shifts for buildings. Click on Lists of Libraries on RAILS website to keep up to date.

#### **PrairieCat News:**

- PUG day massive training continuing through September 22. Peotone Library Staff taking turns, viewing online sessions. Staff are signed up for at least one training session.
- Beginning Thursday September 17, Kaitlynn Clark (Head of Technical Services) will be taking MARC Training for Cataloging - very exciting news.

#### **Library Building:**

- Auto dispense soap hand sanitizer installed and working in Family restroom. Women's and Men's restrooms unavailable at present time.
- Mike Struhbar Electric visited, gave estimates for outside lights west side of building, East side will be on pole facing parking lot and South side of building. Sign light sensor to be checked for service.
- Village will provide contact information - name of company to check poles in fence, gate repairs.

#### **MONEE News:**

- Director Bormet attended Chamber of Commerce Comprehensive Plan Zoom Meeting held September 10, 2020. Village meetings are video tapes for residents to watch/review at <https://www.ginkgoplanning.com/planmonee>
- Chamber of Commerce Golf outing canceled due to Covid-19 restrictions. Tabled until 2021 possible date.

#### **PEOTONE News:**

- Director Bormet presented information on attended Village of Peotone Meeting September 14.
- Reminder to fill out Census Form, very important.
- Corning Ave. paving of street to begin; hope to finish in spring 2021.
- Trick or Treat door to door for children set for 3pm-6pm Saturday October 31, 2020 at parental discretion.
- Girl Scouts will hold door to door Food Drive for Local Food pantry. Candy and magazine sale in October. Cookie Sales in January 2021.
- New business opening: Gyros Tacos to open in Sammy's Pizza location. Yoga Studio and Coffee Shop to open.
- Old Mill Fall Fest, September 20, 2020 canceled. Due to street construction/ limited parking.

#### **OLD (Unfinished) BUSINESS:**

**Tech Savvy Trustees:** Board Priorities Worksheet: Tabled for October 20, 2020 Board Meeting.

#### **New Business:**

**Annual Audit by Mack & Associates P.C.-** Tabled for October 20, 2020 Board Meeting.

**Ordinance 2020-02 Amending Purpose of Special Reserve Fund**

Motion to approve by Trustee Nagel, seconded. Roll Call vote taken by President Mills.

Trustee Ladislav: aye, Trustee Cann: aye, President Mills: aye, Trustee Gall: aye, Trustee LeClaire: aye, Trustee Nagel: aye.  
6 ayes, 0 nays, 0 abstain, 0 absent. Motion carried.

**Ordinance 2020-03 Transferring Funds to the Special Reserve Fund**

Motion to approve by Trustee Nagel, seconded. Roll Call vote taken by President Mills.

Trustee Ladislav: aye, Trustee Cann: aye, President Mills: aye, Trustee Gall: aye, Trustee LeClaire: aye, Trustee Nagel: aye.  
6 ayes, 0 nays, 0 abstain, 0 absent. Motion carried.

**Ordinance 2020-04 Establishing Regular Board Meeting Dates January 2021 –December 2021**

Motion to approve made by Trustee Nagel, seconded. Roll call Vote taken by President Mills.

Trustee Ladislav: aye, Trustee Cann: aye, President Mills: aye, Trustee Gall: aye, Trustee LeClaire: aye, Trustee Nagel: aye.  
6 ayes, 0 nays, 0 abstain, 0 absent. Motion carried.

**LIMRICC Update-** Director Bormet presented information on LIMRICC Meeting via Zoom she attended: BCBS rate will increase 14%, Aetna rate same coverage. Discussion followed. Aetna choice.

**Announcements:**

- Trustee Nagel gave information on Hodge Podge Extravaganza at American Legion sponsored by American Legion Auxiliary October 3, 2020.
- Thank you to Kathy Boswell by Board for attending as guest via Google Meet.

**Adjournment:** Motion to adjourn by Trustee Nagel, seconded. Roll Call vote taken by President Mills.

Trustee Ladislav: aye, Trustee Cann: aye, President Mills: aye, Trustee Gall: aye, Trustee LeClaire: aye, Trustee Nagel: aye.  
6 ayes, 0 nays, 0 abstain, 0 absent. Motion to adjourn passed.

Adjournment: 7:36 pm

**Next Regular Board Meeting:** October 20, 2020 6:30pm

Respectfully Submitted,

Karen LeClaire,  
Secretary, Peotone Public Library District

