

Oscar Grady Library Board Meeting Minutes

June 14, 2022

Members & Guests Present

Present: Kris Becker, Jen Gerber, Mary Jo Hansen, Peter Janus, Sonia Lear, Martin Morante, Heidi Rettler, Marcella Wilde.

Absent: Joe Caban, Holly Skelton.

1) Call to Order

Sonia Lear called the meeting of the Oscar Grady Library Board to order at 6:03P in person.

2) Statement of Public Notice

The Statement of Public Notice was properly posted.

3) Citizen Comments

None.

4) Approval of Minutes from Prior Meetings

The May 10, 2022, meeting minutes were approved as submitted.

5) Financial Report

The Village has filled the vacant Treasurer position. The Treasurer will be preparing a lengthy financial report for the July meeting. In the interim, J. Gerber is working with Dawn Wagner to get the library bills paid in a timely manner.

The February, March, April & May 2022 CSRF bills and General Fund Financial Reports were not available for the meeting; they will be reviewed at a future meeting.

6) Update Policies

The library policies need revision, specifically updating the terminology from ESLs to Monarch Library System. J. Gerber is requesting a blanket update of all library policies to correct this wording issue. The board will start reviewing and updating the policies again.

A motion was made, seconded, and passed to blanket update all library policies' wording from ESLs to Monarch Library System.

7) Statistics

J. Gerber presented the library statistics circulation overview from January 2019-May 2022. The statistics are returning to the board meetings semi-annually. J. Gerber is going to add additional statistics items to the report as well. Board members were asked to request any specific information from J. Gerber, and she will add it to the report. The library app can also be added. J. Gerber & M. Morante talked about the library app and how it has grown over the first year of use.

8) Closed Session

A motion was made, seconded, and passed to go into closed session. The closed session began at 6:21P.

A motion was made, seconded, and passed to return to open session. The board returned to open session at 7:18P.

A motion was made, seconded, and passed to form the Library Director Search Committee consisting of Village Administrator Dawn Wagner, Village President Barb Dickmann, Library Board President Sonia Lear, Library Board Vice-President Joe Caban, Library Board Member Kris Becker, Library Assistant Director Martin Morante, and Children's Librarian Julie Gallo, with the Search Committee Chairperson Sonia Lear.

A motion was made, seconded, and passed to accept the Library Director Position Description as submitted.

A motion was made, seconded, and passed to appoint Martin Morante Interim Library Director with the annual salary of \$62,500, starting July 20, 2022.

9) Director's Report

J. Gerber stated the Mitchell Park Domes pass is now available for patron check-out. There are 3 passes for 2 adults & children with parking and shop discount.

The ARPA grant is moving forward; there are supply chain delays for the technology installation. The Passport Services training is taking place and the project is moving forward. Ms. Riti Grover, Monarch System Director, was unable to attend tonight's meeting and will attend a later board meeting. The library received a mini-marketing grant of \$1,000 for t-shirts, magnets, bookmarks, and posters to promote the new library slogan "We are much more than books". Check out these items around the library and on line.

Staff member Debra Jo is resigning to accept a new position with the school district. Her hours are being allocated to current staff members. Interlibrary Loans will be handled by Steven Beloin.

10) Communications

None.

11) Other Matters

None.

12) Adjournment

A motion was made, seconded, and passed to adjourn the meeting at 7:32P. The next meeting date will be Tuesday, July 12, 2022, in-person at the library.

Minutes respectfully submitted by: Heidi Rettler