

**Palos Park Public Library**  
**BOARD OF TRUSTEES MINUTES REGULAR MEETING**  
Wednesday, January 20, 2021  
Virtual

A quorum was met for the January 20, 2021 meeting of the Palos Park Library Board. Present: Kathy Finan, Kathy Branigan, Mary Lou Bareither, Michael T. Tannura, Jennifer Gallagher, and Gurb Ahluwalia. Also present: Kathryn Sofianos, Library Director.

**Call to Order**

The meeting was called to order at 5:04 pm.

**Public Comments**

There were no public comments.

**Swearing In of the New Trustees**

Gurb Ahluwalia and Jennifer Gallagher were sworn in to the Palos Park Library Board of Trustees.

**Approve the Minutes of the Regular Board meeting of November 18, 2020**

Mary Lou Bareither made a motion to approve the Secretary's Minutes of the November 18, 2020 Board Meeting. Kathy Finan seconded. Vote was taken by roll call and motion passed unanimously.

**Approve the Minutes of the Executive Session of November 18, 2020**

Mary Lou Bareither made a motion to approve the Minutes of the Executive Session of November 18, 2020. Kathy Finan seconded. Vote was taken by roll call and motion passed unanimously.

**Correspondence**

An email was received by Bonnie Triezenberg, a Library employee, thanking the Board for the holiday bonus and continued support during the pandemic.

**Library Director's Report**

The library returned to Curbside Service Only on November 16th. Kathryn is optimistic that the building will be able to open with limited capacity and safety measures sometime in the next two weeks. LED lighting and HVAC units with SMART thermostats were installed by Verde Efficiency Experts in December. Amber Mechanical, the library's HVAC maintenance contractor, installed UV filters in the new units. The library was able to maintain service during all the installations. The CDs at CNB Bank matured and were closed. The funds were deposited in the Republic Bank Money Market Account for future investment.

**Review of the Monthly Financial Report**

- a. The Board reviewed and discussed the payment of bills for November 18 through December 16, 2020 in the amount of \$37,625.76. A motion was made by Mary Lou Bareither to approve the payment of bills. Kathy Finan seconded. Vote was taken by roll call and motion passed unanimously.
- b. The Board reviewed and discussed the payment of bills for December 17 through January 20, 2021 in the amount of \$48,685.53. A motion was made by Mary Lou Bareither to approve the payment of bills. Kathy Finan seconded. Vote was taken by roll call and motion passed unanimously.

c. The Board reviewed and discussed the monthly statement for November 2020. Mary Lou Bareither made a motion to approve the monthly statement for November 2020. Michael T. Tannura seconded. Vote was taken by roll call and motion passed unanimously.

d. The Board reviewed and discussed the monthly statement for December 2020. Mary Lou Bareither made a motion to approve the monthly statement for December 2020. Kathy Branigan seconded. Vote was taken by roll call and motion passed unanimously.

#### **Unfinished Business**

A motion was made by Mary Lou Bareither to table the discussion of the Library Treasurer opening to a later meeting. Kathy Branigan seconded. Vote was taken by roll call and motion passed unanimously.

#### **New Business**

a. A motion was made by Mary Lou Bareither to participate in the Illinois Metropolitan Investment Fund (IMET). Kathy Branigan seconded. Vote was taken by roll call and motion passed unanimously.

b. Library Board members discussed Chapters 1-7 of Serving Our Public 4.0: Standards for Illinois Public Libraries. The 5 Year Strategic Plan was discussed. Kathryn will send Strategic Plan samples to the board members to look over.

#### **Executive Session**

There was no executive session.

#### **Adjournment**

Mary Lou Bareither made a motion to adjourn at 7:01 pm. Kathy Branigan seconded. Vote was taken by roll call and motion passed unanimously.

#### **Next Meeting Dates:**

February 17, 2021

March 17, 2021

April 21, 2021

Respectfully submitted by Kathy Branigan, Secretary