ALGONQUIN AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
2600 HARNISH DRIVE
VIRTUAL MEETING
APRIL 28, 2021

The Board of Trustees of the Algonquin Area Public Library District met on Wednesday, April 28, 2021 at 7:00 p.m. The meeting was held remotely, without a physical quorum present at the Harnish Drive Location, as authorized by Executive Order of the Governor of the State of Illinois (COVID-19 Executive Order No. 7, Extended April 30, 2020). Executive Director Murray was present at the Harnish Main Library.

All packet documents were made available on or before the day of the meeting and an agenda was posted online and in both libraries forty-eight hours prior to the meeting.

The meeting was called to order at 7:00 p.m. by President Schaaf.
Those answering roll call remotely were President Schaaf, Secretary Athmalingam, Trustee Medrano-Sanchez, Treasurer Mejia, Vice President Smith, Trustee Pelke, and Trustee Taylor (7:02pm).
Executive Director Murray, Assistant Director Dolin, and Department Managers Husak and McCallum and Librarian Jennifer Jazwinski were present at the Harnish Main Library.
Staff attending remotely were Department Managers Chiappone, Christopherson, and Parmele.

AUDIENCE TO VISITORS
Trustee-Elect Tracy Sharkey was present.

CONSENT AGENDA
A motion to approve the consent agenda containing the March 17, 2021 Regular Board Meeting Minutes and the March 2021 Financial Statements was made by Trustee Pelke and seconded by Vice President Smith. Motion passed with a roll call vote.

Ayes: Athmalingam, Medrano-Sanchez, Mejia, Pelke, Schaaf, Smith, and Taylor
Nays: None
Absent: None
Abstain: None

APPROVAL OF THE MARCH-APRIL 2021 DISBURSEMENTS
A motion to approve the March-April 2021 Disbursements was made by Trustee Pelke and seconded by Trustee Taylor.

Ayes: Athmalingam, Medrano-Sanchez, Mejia, Pelke, Schaaf, Smith, and Taylor
Nays: None
Absent: None
Abstain: None

APPROVAL OF POLICIES
A motion that the Board approve Policies 2020, 2040, 3011, 3015, 3063, and 3065 as presented and rescind Policies 3027 and 3067 was made by Secretary Athmalingam and seconded by Trustee Medrano-Sanchez. Motion passed with a roll call vote.

Ayes: Athmalingam, Medrano-Sanchez, Mejia, Pelke, Schaaf, Smith, and Taylor
Nays: None
Absent: None
Abstain: None

PRESENTATION OF THE EASTGATE BRANCH FACILITY ENGINEERING ANALYSIS

John Shales from Shales McNutt had planned to present the Engineering Analysis this evening, but was unavailable due to a family commitment. The document had been shared with the Board when it became available in mid-April and Executive Director Murray and he recorded a half-hour presentation of the project, which was shown during the meeting. Trustees expressed appreciation for the report and presentation and were pleased that the facility is in good condition and costs to renovate and upgrade the facility seem manageable. Executive Director Murray confirmed that some of the issues in the report are being addressed due to the Needs/Wants/Wish list that the staff had prepared, such as replacing some of the lighting, repairing the concrete and landscaping, and addressing issues with the roof as they arise. Trustees look forward to hearing ideas from PinPoint and Tumu about how the facility and site could be used to meet community needs at the May meeting. Trustee Athmalingam requested access to the Excel sheet containing the costs of the project. Trustee Medrano-Sanchez noted that the heat is electric and expressed surprise that this had not been converted in previous renovations of the building. Executive Director Murray noted that previous renovations of the building did not include the lower level and perhaps replacing the HVAC went beyond the scope of previous projects.

EASTGATE BRANCH PROJECT

Executive Director Murray reported that the Engineering Analysis had been shared with Pinpoint and Tumu and they will incorporate the findings into their presentation of the final pin at the May Regular Board Meeting. The presentation will include renderings and concepts of potential ways the facility could be renovated to meet the needs in ways similar to the presentation for a new facility.

The workroom on the lower level is nearly complete and staff will be able to use it soon.

COMMITTEE REPORTS

Policy – Trustee Medrano-Sanchez had nothing to report. The Policy Committee meeting went well and she was pleased to have passed the policies as planned.

Budget and Personnel - Treasurer Mejia said the Budget and Personnel Committee included nearly all trustees. The Budget and Personnel Committee had discussed the Wage Scale policy and planned process to move toward banding of positions into pay grades and leveling positions for to identify different levels of responsibility within the positions. He looks forward to hearing how rolling this out to the employees goes.

Facilities – Vice President Smith said the video of John Shales presenting the Engineering Analysis was fantastic, and he and the committee look forward the presentation of the next pin from Pinpoint and Tumu.

STAFF REPORTS

The usual Executive Director's Report was in the Board Packet. The Library's 100th Anniversary celebration is continuing. Executive Director Murray showed pictures of banners that were hung on Main Street in Downtown Algonquin. Spring facilities and grounds work has begun. May 2 will be the first Sunday that we are open since closing down for the pandemic. Full hours are planned to begin on June 1, which is the day after Memorial Day and the first day of Summer Reading. We have begun to offer a few outdoor, in-person programs, including Music and Movement at the Branch and Baby Storytime at Harnish. We are not tracking vaccinations for patrons or staff and still require masks for all Library visits and activities. Watch for the June-July newsletter in the coming weeks.

TRUSTEE REPORTS

- Vice President Smith reported that he submitted his economic interests statement
- Treasurer Mejia was pleasantly surprised by the information in the Engineering Analysis and is excited to see the PinPoint results. Trustees have a lot to think about, and while he will not be on the Board to make decisions down the road, he is pleased to have been here to get the process started. There are lots of opportunities and he asks that the trustees do their homework and use the information available to make their decisions.
- Secretary Athmalingam received his first dose of the vaccine today.

- Trustee Pelke reported that he has been fully vaccinated. He asked about a community center meeting he heard about from his neighbors. Feedback was mixed with some negative thoughts expressed. Executive Director Murray will look into this.
- Trustee Taylor reported that the Village had shared their Parks and Rec Master Plan, which mentions the Library several times. She thought it sounded like it presupposes that the library wants a new facility. Executive Director Murray will find the report and share it with the trustees.
- Trustee Medrano-Sanchez said she attended the Trustee Workshop on diversity and found it eye opening. There is another trustee education opportunity happening in May. Executive Director Murray encouraged new trustees and anyone who is interested in a refresher to attend that session on Trustee Responsibility Overview. If they want to attend, they should let her know and she will register them. It happens before the swearing in, but Tracy is welcomed to attend if she is interested.
- President Schaaf said the Friends of the Library will plant flowers in the outdoor planters at Eastgate after Mother's Day.

CORRESPONDENCE / PUBLIC COMMENT

There was no public comment during the meeting.

Correspondence:

- Comments and responses from the suggestion box
- 100th Anniversary congratulations card from Jean Slaughter
- McHenry County Abstract of Votes from the April 6, 2021 Election and certified election results

New trustees will be sworn in at the library in the presence of a notary during the week of May 17th, 2021.

ADJOURNMENT

A motion to adjourn pm was made by Treasurer Mejia and seconded by Trustee Medrano-Sanchez. Motion passed with a roll call vote.

Ayes: Athmalingam, Medrano-Sanchez, Mejia, Pelke, Schaaf, Smith, and Taylor
Nays: None
Absent: None
Abstain: None

The meeting adjourned at 8:32pm

APPROVED:

Stephen W. Schaaf

President

ATTEST:

Ramanan D

Secretary