Algonquin Area Public Library District Board of Trustees Meeting
2600 Harnish Drive, Algonquin, Illinois 60102
May 24, 2023
7:00 pm

The Board of Trustees of the Algonquin Area Public Library District met on Wednesday, May 24, 2023 at 7:00 p.m. The meeting was held in person at the 2600 Harnish Drive Main Library location.

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.

President Schaaf called the Regular Board Meeting to order at 7:02 p.m. Those answering roll call were President Schaaf, Vice President Taylor, Secretary Sharkey, Trustee Johnson, Treasurer Pelke, and Trustee Medrano-Sanchez who arrived at 7:03 p.m. Trustee Iwinski was absent.
Staff in attendance included Executive Director Murray, Assistant Director Operations Husak, Department Managers Chiappone, Kunzen, Maiero, McCallum, and Sadowski.

Audience to Visitors
Trustee-elect Fred Becker was present.

Consent Agenda
A motion to approve the consent agenda containing the April 26, 2023 Special Meeting Minutes, the April 26, 2023 Regular Board Meeting Minutes and the April Financial Statements was made by Treasurer Pelke and seconded by Vice President Taylor. The motion passed by roll call vote:

Ayes: Johnson, Medrano-Sanchez, Pelke, Schaaf, Sharkey, and Taylor
Nays: None
Absent: Iwinski
Abstain: None

Approval of the May 2023 Disbursements
A motion to approve May 2023 disbursements was made by Treasurer Pelke and seconded by Vice President Taylor. The motion passed by roll call vote:

Ayes: Johnson, Medrano-Sanchez, Pelke, Schaaf, Sharkey, and Taylor
Nays: None
Absent: Iwinski
Abstain: None

Acknowledgement of Oath of Office for M. Iwinski elected 4/4/2023
Trustee Iwinski was sworn in by Assistant Director Operations Husak on May 16th, 2023. Trustee Iwinski has been elected to a 2 year term.

Administration of Oath of Office for F. Becker elected 4/4/2023
Trustee-elect Fred Becker was sworn in by Secretary Sharkey on May 24, 2023. Trustee Becker has been elected to a 6 year term.

Resolution 2023-01, a Resolution Honoring Stephen Schaaf
A motion to pass Resolution 2023-01, a Resolution Honoring Stephen Schaaf, was made by Treasurer Pelke and seconded by Vice President Taylor. The motion passed by roll call vote:

Ayes: Johnson, Medrano-Sanchez, Pelke, Schaaf, Sharkey, and Taylor
Nays: None
Absent: Iwinski
Abstain: None

Vice President Taylor read the Resolution following the vote.

Adjournment *sine die*
Treasurer Pelke moved to adjourn the meeting *sine die* and Vice President Taylor seconded. The motion passed by roll call vote:

Ayes: Johnson, Medrano-Sanchez, Pelke, Schaaf, Sharkey, and Taylor
Nays: None
Absent: Iwinski
Abstain: None

The meeting adjourned at 7:12 p.m.

O**rganization of the Board of Trustees**
Assistant Director Husak called Roll Call. Those answering roll call were Trustees Becker, Medrano-Sanchez, Pelke, Sharkey, and Taylor. Trustee Iwinski was absent.

A motion that the Board appoint Trustee Taylor as President *pro tempore* was made by Trustee Pelke and seconded by Trustee Sharkey.

The meeting of the newly seated Algonquin Area Public Library District Board of Trustees was called to order at 7:16pm by President *pro tempore* Taylor.

Those answering roll call were Trustees Becker, Pelke, Medrano-Sanchez, Sharkey, and Taylor. Trustee Iwinski was absent. Also in attendance were Executive Director Murray, Assistant Director Husak, and Department Managers Chiappone, Kunzen, Maiero ,McCallum, and Sadowski. Visitor James Johnson was present.

President *pro tempore* Taylor proposed the following slate of officers for consideration:

President - Taylor
Vice President - Medrano-Sanchez
Treasurer - Pelke
Secretary - Sharkey

A motion that the Board adopt the slate of officers as proposed was made by Trustee Pelke and seconded by Trustee Sharkey. Motion passed with a roll call vote.

Ayes: Becker, Medrano-Sanchez, Pelke, Sharkey, and Taylor
Nays: None
Absent: Iwinski
Abstain: None

Adopt Ordinance No. 2022-2023-104, An Ordinance to Declare a Vacancy and Appoint a Trustee
A motion to adopt Ordinance No. 2022-2023-104, An Ordinance to Declare a Vacancy and Appoint James Johnson was made by Secretary Sharkey and seconded by Treasurer Pelke. Motion passed with a roll call vote.

Ayes: Becker, Medrano-Sanchez, Pelke, Sharkey, and Taylor
Nays: None
Absent: Iwinski
Abstain: None

Administration of Oath of Office for Appointed Trustee
Appointed Trustee James Johnson was sworn in by Secretary Sharkey. Trustee Johnson is now seated on the Board.

Recording of Membership
Secretary Sharkey will record the membership of the new Board by signing and sealing the official roster that includes the designation of officers.

Appointment of Committees
President Taylor appointed trustees to committees as follows:

Budget and Personnel: Pelke (chairperson), Medrano-Sanchez, Sharkey
Facilities: Johnson (chairperson), Sharkey, Becker
Policy: Medrano-Sanchez (chairperson), Iwinski, Pelke

Board Meeting Calendar for Regular Board Meetings for FY2023-2024
Executive Director Murray brought forward a calendar of suggested meeting dates for the Board's consideration. The Board typically meets the 4th Wednesday of the month, but there were a few proposed exceptions. The meetings in the months of July, October, December, and March will meet at an alternative week due to holidays, conferences, and other scheduling conflicts. The meeting in November is typically marked as tentative. Due to the Branch Renovation Project and the timing of bids, the November meeting will be included on the calendar.

A motion to approve the Board Meeting Calendar for Regular Board Meetings for FY2023-2024 was made by Secretary Sharkey and seconded by Treasurer Pelke. Motion passed with a roll call vote.

Ayes: Becker, Johnson, Medrano-Sanchez, Pelke, Sharkey, and Taylor
Nays: None
Absent: Iwinski
Abstain: None

Adopt Ordinance No. 2022-2023-105, An Ordinance Adopting a Policy for Nonresident Cards
A motion to approve the Board Meeting Calendar for Regular Board Meetings for FY2023-2024 was made by Treasurer Pelke and seconded by Vice President Medrano-Sanchez. Motion passed with a roll call vote.

Ayes: Becker, Johnson, Medrano-Sanchez, Pelke, Sharkey, and Taylor
Nays: None
Absent: Iwinski
Abstain: None

Approve Policy 2040: Wage Scale
President Taylor explained that the Policy 2040: Wage Scale was approved by the Budget & Personnel Committee during their meeting on May 16, 2023. Treasurer Pelke explained that the change to meet the 2025 minimum wage requirement is a year ahead, but well within the budget.

A motion to approve Policy 2040: Wage Scale was made by Secretary Sharkey, and since it was approved by committee, a second is not needed. The motion passed with a roll call vote:

Ayes: Becker, Johnson, Medrano-Sanchez, Pelke, Sharkey, and Taylor
Nays: None
Absent: Iwinski
Abstain: None

Approve Updated Contract with Product Architecture + Design
Executive Director Murray explained the necessity for an updated contract. The previous contract was approved for a $5,000,000 project. After further assessment of the building's needs, the scope needed to be revised. The revised contract represents a $6,500,000 project. The project may be done in phases, depending on additional funding or grants to help offset costs.

A motion to approve the updated contract with Product Architecture + Design was made by Secretary Sharkey and seconded by Trustee Johnson. The motion passed with a roll call vote:

Ayes: Becker, Johnson, Medrano-Sanchez, Pelke, Sharkey, and Taylor
Nays: None
Absent: Iwinski
Abstain: None

Eastgate Branch Renovation Project Update
Executive Director Murray provided a progress update on the Eastgate Branch Renovation Project. Carpet samples were shared at the Facilities Committee meeting on May 23, 2023 along with a timeline of upcoming meetings. The next steps are a meeting on June 6, 2023 at the Eastgate Branch with the architects to discuss plans Later in the June, selected staff will travel to the Merchandise Mart to look at furniture options. The architects plan to present to the trustees at the Board Meeting on June 28, 2023.

Committee Reports

Facilities Committee met on May 23, 2023. The next meeting date is yet to be determined. Secretary Sharkey explained to Trustee Becker that committee meetings are not predetermined dates. The next meeting is expected to be in June.

Budget and Personnel Committee met on May 16, 2023 and plans to meet again in June to discuss the FY23-24 operating budget and tentative budget and appropriations ordinance.

Policy Committee is planning on a July 2023 meeting.

Staff Reports
Executive Director Murray provided the multifactor authentication (MFA) information with the Trustees via email. Best practices for our cyber liability coverage requires MFA usage. As a staff, we have a plan in place. Executive Director Murray encouraged Trustees to go through the process. Trustees were asked to update Executive Director Murray on usage of their current library-provided iPad as we budget to replace those that are useful. Unused iPads should be returned to the Library.

Executive Director Murray discussed the Midwest Pano services the library is using to market our current and future facilities as stated in the Strategic Plan. The company visited the library on Sunday May 21, 2023 to take photographs at both locations.

Oceans of Possibilities the Library's Summer Reading Program this year. The program begins June 1 and will run through July 31, 2023.

Trustee Reports

- Trustee Johnson shared an article from the May 19, 2023 Week Magazine about teen loneliness. The social media statistics were gathered between 2003 and 2020, pre-covid. It shows the importance of investing in public interaction more than ever for teens.
- Treasurer Pelke commented on his interactions with the public, now that they know he is a Board Trustee. He suggested the option to reset a password on the app, and that we mention more of our services in the print newsletter.
- Vice President Medrano-Sanchez made connections and discussed shared issues at the Trustee Banquet. She appreciated Executive Director Murray driving them to the event in the Library van.
- Trustee Becker mentioned House Bill 2789. He would like to provide more posted information for parents. He enjoys the Staff Recommendation titles.
- Secretary Sharkey is a big fan of the awesome Lib Box programs. She recently joined 2 library-sponsored book clubs.
- President Taylor spoke to the obligation of serving the Library and is looking ahead to an exciting term. President Taylor reminded the Trustees of the importance of being good stewards of the district funds, to act responsibly, take the best action, and to act with integrity.

Correspondence
We received a thank you note from the Algonquin Lake in the Hills Interfaith Food Pantry for the Library's support.

Executive Director Murray shared a memo from the library's attorney regarding two pending Supreme Court cases related to public officials and social media. No changes need to be made to the newly-adopted social media policy. We will continue to monitor for any guidance given surrounding these cases, but it is a reminder that correspondence with and from public officials in any capacity that could be considered official is subject to review and that we need to honor First Amendment rights.

Adjournment
The meeting was adjourned by President Taylor at 8:28 p.m.

APPROVED:

_____
President

ATTEST:

_____
Secretary