



MINUTES

A meeting of the Board of Library Trustees of the La Grange Park Public Library District was held April 22, 2020 at 7:00pm via Zoom.

1. President Whitman called the meeting to order at 7:00pm
2. Upon roll call the following were present: Trustees Whitman, Gies, Swainson, Snow, Clement, Demes-O'Brien, Donaldson. Absent: None. Also present were Kate Buckson, Executive Director; and Gabriela Magats, Meeting Stenographer.
3. Introduction of visitor(s):
 - Gabe Oppenheim-Adult Services Director
 - Rose Hopkins-LaRocco-Children Services Director
 - Maureen Sill-Circulation and Technical Services Director
4. Public comment: None.
5. Staff reports-Stats were down due to the current pandemic. Virtual storytimes have been very popular. Hoopla is also very popular during the shutdown.
6. Trustee reports-President Whitman commented that social media posts look really good.
7. Consent Agenda: Trustee Gies motioned to approve the Consent Agenda, seconded by Trustee Snow: 7 ayes, 0 nays, 0 abstain.
 - a. Minutes of previous meeting(s)
 - b. Invoices to be paid in the amount of \$91,785.33. Checks from Wintrust Bank numbered 35286 - 35353
8. Unfinished business: None.
9. New business:
 - a. Discussion of DRAFT library reopening plans – We don't yet know the time line, and we are waiting for more guidance from the Governor. Main points: restricted access pending availability of PPE supplies (gloves, masks, disinfectant wipes, Lysol, hand sanitizer), curbside pickup or delivery and returns using limited staff. We would have rotating teams. We are waiting for guidance on returned books and results of national testing. Currently, a minimum of 72 hours quarantine of books is being recommended. Priority is health and safety of staff and patrons.
 - b. Discussion of reopening as fine free-To date fines account for only \$536 of our revenue (less than 1%). We will go fine free when we reopen to align with area libraries and be more patron friendly. Fine free generally boosts circulation numbers. SWAN will block an account after an item is 14 days overdue, which will be removed when item is returned. Patrons won't receive a bill until item is 42 days overdue. If book is still not returned, card will be blocked, and patron will go into collection. Director Buckson will let SWAN know we want to move forward and bring official policy before the board for final approval next month.
10. Communications (includes emails to the board).
11. Executive session: Personnel [5 ILCS 120/2(c)(1)] Appointment, employment, compensation, discipline, performance, or dismissal of specific employees. Trustee Donaldson motioned to adjourn regular meeting, seconded by Trustee Gies. All in favor. Regular meeting adjourned at 7:44pm. Trustee Snow motioned, seconded by Trustee Swainson to move into Executive Session at 7:46pm on April 22, 2020. All in favor.
12. Final action on executive session.
13. Final reading of public comments via Chat function in Zoom: None
14. Adjournment: Trustee Donaldson motioned, seconded by Trustee Gies, All in favor. Meeting was adjourned at 8:45pm.