



REGULAR MEETING MINUTES

A meeting of the Board of Library Trustees of the La Grange Park Public Library District, February 16, 2022 was held at 7:00pm, in the library, 555 N. La Grange Road, La Grange Park, IL 60526.

1. President Whitman called the meeting to order at 7:00 pm
2. Upon roll call the following were present: President Whitman, Vice-President Gies, Secretary Snow, Treasurer Swainson, Trustee Demes O'Brien, Trustee Donaldson, and Trustee Hightower. Also present were Kate Buckson, Executive Director, and Patricia Harwood, Meeting Stenographer.
3. Pledge of Allegiance
4. Introduction of visitor(s): Staff members Christina McPhail, Susan Fagan, and Lydia Raabe
5. Public comment: None
6. Staff report: Staff members Christina McPhail, Susan Fagan, and Lydia Raabe are part of the Inclusion Task Force to create a tool kit that would help out the library staff and patrons; to assist individuals that are in need. They presented to the board how they created a tool kit in a paper format and an electronic format as well. Our website has a bottom of the page called "Accessibility". Once it is selected the staff, or the person viewing the information are able to find assistance. There is information within our library and within the La Grange Park community to assist others in their need. The Board made many positive comments on the presentation of the Inclusion Task Force creating a resource for everyone to use. Ms. Buckson informed the Board regarding the Mask Mandate coming from the CDC, and the State; that the choice is always upon the individual entering the library to mask up or not. It is not our policy to police everyone. We do advise the staff to use caution and protect themselves, like wearing a mask and keeping a safe distance. The board suggested that some programs might have a smaller attendance until the community can get back to normal.
7. Trustee reports: None
9. Snow motioned, seconded by Gies, to approve the Consent Agenda. Motion passes with 7 Ayes, 0 Nays, 0 Abstain.
 - a. Minutes of previous meeting(s)
 - b. Invoices to be paid in the amount of \$ 59,086.54
Checks from Wintrust Bank numbered: 36128-36164
- 10 Unfinished business:
 - a. Gies motioned, second by Snow, to approve Resolution 2022-01R A Resolution affirming the Library District as a carry-Over Project for the Public Library Construction Act Grant.
- 11 New Business:
 - a. Review of Public Comment Policy
 - b. Donaldson motioned, seconded by Snow, to approve the revisions to the Materials Selection Policy motion passed with 7 Ayes, 0 Nays, and 0 Abstains.
 - c. Gies motioned, seconded by Demes O'Brien, to approve the revisions to the Video Recording Policy motion passed with 7 Ayes, 0 Nays, and 0 Abstains.
 - d. Discussion of Staff Salary Adjustments – Buckson explained to the board regarding benchmarking and how it will affect the library in the future. This will help retain staff and it will assist with budgeting before the 2025 regulation of the minimum wage increase to \$15.00.
 - e. Gies motioned, seconded by Donaldson to approve the Salary Schedule for 2022 motion passed with 7 Ayes, 0 Nays, and 0 Abstains.



- 12 Communications (includes emails to the board)
8. Executive session: Personnel 5 ILCS 120/2(c)(1) Appointment, employment, compensation, discipline, performance, or dismissal of specific employees.
- 13 Donaldson motioned, second by Gies to move into executive session at 8:24pm.
- 14 Regular session was resumed at 8:30pm.
- 15 Final action on executive session: Gies motioned, seconded by Demes-O'Brien, to approve a salary increase for the executive director. Roll call vote. All in favor. Motion passes.
- 16 Snow motioned, seconded by Donaldson, to adjourn the meeting. All in favor, motion passes. Meeting adjourned at 8:31pm.