

Bensenville Community Public Library Board Meeting

Meeting Minutes

March 23, 2020

The Board of Trustees of the Bensenville Community Public Library District held a Regular Meeting on Monday March 23, 2020. Linda Weiss, President, called the meeting to order at 7:31 pm.

Trustees Present: Linda Weiss, Mandi Zalewski (conference call), Tina Lux (conference call), Carlos Aviles (conference call), Kathy Quinn (conference call), Susan Earley (conference call), Jim Ricker (conference call)

Trustees Absent: None

The Chair verified the existence of a quorum.

Also Present: David Sieffert, Sue Feddersen, Tekolya Brown

HEARING OF DELEGATIONS:

None

APPROVAL OF MINUTES:

MOTION: Zalewski moved to approve the minutes of the February 24, 2020 Regular Meeting. Seconded by Lux.

Roll Call:

Aye: Zalewski, Aviles, Lux, Weiss, Earley

Nay: None

Absent: None

Abstain: Quinn, Ricker

APPROVAL OF CHECK LISTING:

MOTION: Ricker moved to approve checks for March 2020 for a total amount of \$207,438.47 Seconded by Earley.

Roll Call:

Aye: Zalewski, Aviles, Lux, Weiss

Nay: None

Absent: Quinn, Ricker, Earley

DISCUSSION:

COVID-19 UPDATE AND DISCUSSION:

- Sieffert met two weeks ago with the administrators of BSD2, Fenton 200, Park District, and the Village to discuss how each district was handling the pandemic. Group worked collectively to put together a joint statement to present to residents on organizational closures.
- The initial plan was for the Library to close to the public through April 7, 2020, but with the new stay-at-home order from Governor Pritzker the Library until the order is lifted.
- Most employees are working on projects from home whenever possible. Administrative staff is in the building regularly for a variety of tasks, including building checks, checking the mail, processing payroll, and other essential duties.
- Youth Services is working on digital content that can be posted online. Chris Sloan is editing crafting, storytime, and family night videos submitted by YS staff. Samantha Parkison is posting videos and content to various platforms online.
- Samantha Parkison created a page on the Library's website dedicated to eLearning resources to give patrons fun ways to continue to engage kids with learning. Youth Services staff has worked to compile this list of resources.
- Adult Services is still running book discussions with conference calls. The results have been positive and attendance has been good.
- Part-time employees are watching customer service webinars on RAILS and taking Universal Class classes on pertinent topics to their positions.
- Re-opening is uncertain as of now. Trustees have agreed that the Library should coordinate with the rest of the community and prepare to open as a collective group.

LIBRARY STAFF:

LIBRARY PROGRAMS AND SERVICES:

Youth Services Update:

- Sophia Welsh the new Youth Services Coordinator completed new- hire paperwork. Introduced to Administrative team and received some materials so she could work from home.

ADJOURNMENT:

MOTION: Ricker moved to adjourn the meeting at 7:55 p.m. Seconded by Lux and carried unanimously.

Roll Call:

Aye: Zalewski, Aviles, Lux, Weiss

Nay: None

Absent: Quinn, Ricker, Earley

Tina Lux, Secretary