

Bensenville Community Public Library Board Meeting
Meeting Minutes
October 2020

CALL TO ORDER

The Board of Trustees of the Bensenville Community Public Library District held a Regular Meeting on Monday October 26, 2020. President Linda-Weiss called the meeting to order at 7:33p.m.

Trustees Present: Linda Weiss, Mandi Zalewski, Kathy Quinn, Tina Lux, Carlos Aviles, Susan Earley (via Zoom)

Trustees Absent: Jim Ricker- Tried to attend, but technical difficulties with Zoom login

The Chair verified the existence of a quorum.

Also Present: David Sieffert, Sue Feddersen, Chris Sloan, Tekolya Brown, Sophie Welsh

HEARING OF DELEGATIONS

None

ACTION ITEMS

APPROVAL OF MINUTES:

Motion: Zalewski moved to approve the minutes of the September 28, 2020 Regular Meeting with spelling corrections. Seconded by Quinn.

Roll Call:

Aye: Zalewski, Quinn, Earley, Aviles, Lux, Weiss
Nay: None
Absent: Ricker

Motion approved and carried unanimously.

APPROVAL OF CHECK LISTING:

Motion: Lux moved to approve checks from October 1-30, 2020 for a total amount of \$139,979.32 Seconded by Quinn.

Roll Call:

Aye: Quinn, Zalewski, Earley, Aviles, Lux, Weiss
Nay: None
Absent: Ricker

Motion approved and carried unanimously.

The Chair directed the Treasurer’s Report for the month of September 2020 filed for audit.

CHANGING REGULARLY SCHEDULED MEETING DATE FROM DECEMBER 28, 2020 TO DECEMBER 21, 2020:

Motion: Lux moved to approve Changing Regularly Scheduled Meeting Date from December 28, 2020 to December 21, 2020 Seconded by Zalewski.

Roll Call:

Aye: Zalewski, Earley, Aviles, Lux, Weiss
Nay: Quinn
Absent: Ricker

Motion Approved.

DISCUSSION

COVID-19 Pandemic and Library Services Update:

The Bensenville Community Public Library District is in Region 8, which includes DuPage and Kane County. Currently, Region 8 is in Tier 1 mitigation, which does not have a real impact on Library services; however, if the Region is moved to Tier 2, the Library would need to consider the current guidelines for Tier 2, which state that retail businesses should close to curbside services only. The Library is prepared for these changes, as curbside pickup is a service that the Library has been offering throughout the pandemic. If the Library were shutdown to curbside pickup, that does not mean that other Library services would stop. Staff would still be actively in the building and all virtual programs would continue. Many essential services, like printing\faxing\scanning, can still be conducted via curbside pickup.

Fifth Third Bank Proposal:

Sieffert hoped to have Fifth Third proposal in hand to present to the Board, but given the state of the pandemic and many banking employees working from home, that proposal has not yet materialized.

Sieffert did speak with account representative's at-length regarding the proposal and as soon as it is available will present to the Board for consideration.

Building Updates, 845 Design Group Proposal for Front Entry Design:

The Library has contracted with 845 Design Group for an initial redesign of the Library's front entrance. As discussed prior, this redesign is necessary for several reasons. Foremost, it would provide a more welcoming and accessible entrance. The current entry bottlenecks and the brick pavers are less than ideal for patron accessibility. Further, some of the support columns are beginning to fail and need repair. The Library submitted this project to the Illinois State Library for consideration for grant funds last year and will do so again this year with the inclusion of the new design from 845.

Election Day and the Library as a Polling Place Update:

Sieffert and staff are preparing the Library to serve as a polling place again this year for the General Election on November 3. Administrative team has met and discussed best practices for handling what will assuredly be a busy day. Plenty of directional signage has been designed and ordered for display. There will also be ground markings that designate how voters should line up on Election Day. There will be a table setup at the entry of the Library to ensure that everyone who enters the Library is compliant with our mask requirement. Sieffert spoke with Deputy Chief Dooley, who has committed to leaving a squad car in the Library's front parking lot. Additionally, Sieffert has contracted with EGIS Security, who will provide a security guard from 6am to 7pm. There are approximately 50-thousand more registered voters in DuPage County for this election than there were for the 2016 election, so the anticipation is that foot traffic will be steady.

New Social Worker Partnership with BSD2 –Project Help and the YWCA:

Working with BSD2, Sieffert has secured a partnership with Project Help and the YWCA to bring free social work services to the Library on a consistent basis. The new service is slated to launch at the beginning of November and the bilingual social worker will be in the building on Tuesdays and Thursdays.

INFORMATION

LIBRARY STAFF REPORTS:

Board was happy to read staff reports and hear just how busy the Library has been over the last month. Board expressed appreciation for all of the hard work that staff are dedicating to keep up with patron needs and expectations.

BENSENVILLE COMMUNITY FOUNDATION REPORT:

BCF is working to secure a new CPA firm to take over the Treasurer duties. Sieffert has passed along the recommendation of Porte Brown.

RAILS/SWAN REPORT:

There is an upgrade to WorkFlows scheduled for November 5, 2020. Consortium is anticipating several new stand-alone libraries to join in the next month, which will bring the total numbers of participating libraries to 100.

STATISTICS REPORT:

Over the next couple of months, Sieffert and the Library Administrative team will begin to look at different metrics to see how they can better capture statistics to present to the Board while operating in our current model of heavily virtual based programs and services.

PROGRAMS AND SERVICES REPORT:**ADULT SERVICES REPORT:**

The library will host a number of Zoom events in the coming month. During the first week, a company called “Art Excursions” that the library has worked with on several occasions in the past will present on the topic of dogs in art throughout history. We will then host our annual “Bensenville Reads” author visit, this time enjoying a presentation by author Ibi Zoboi who will discuss her YA book “Punching the Air”. Mid-late month will bring about two similarly-themed programs; one will be a “South Side Neighborhood Virtual Tour” that we will be co-hosting with the Wood Dale Public Library a other entitled, “Silhouettes of the Past: Growing up in Chicago in the 1950s and 1960s”.

YOUTH SERVICES REPORT:

Sophie Welsh and the rest of the YS staff have been busy preparing for upcoming programs. As usual as the holiday months approach, there are a lot of winter/holiday themed programs approaching. This includes the upcoming Diwali celebration, Thanksgiving crafting programs, Virtual Santa visits, and Letters to\and from Santa. The response to the November\December programming offerings has been excellent with many of the programs already beginning to fill up.

Sieffert and Welsh have also been working collaboratively on launching a new StoryWalk, which is a fun, educational activity that places the pages of a book along a popular walking route. In our case, the path will take patrons from the Library’s garden, through the path to the Korthauer Log House, and back. The pages of a children’s book are placed in holders (built by Sieffert) along a path. As you walk the path you discover page after page, and soon after a short stroll you have read a story. The story on our StoryWalk will change each week in November.

COMMUNITY EVENTS:

This is the time of year when Bensenville Rotary is preparing for their annual coat drive in partnership with the Village of Bensenville and the toy distribution; however, this year things will work a little differently. Rotary is working with BSD2 and the counselors there to identify families who will benefit from new coats. Rotary has still placed a large order with Operation Warm to secure new coats for these families and is actively fundraising. Additionally, Bensenville Rotary is working with United Methodist Church to support their in-person coat distribution which will take place in early November.

ADJOURNMENT

MOTION: Quinn moved to adjourn the meeting at 8:11pm. Seconded by Zalewski and carried unanimously.

Roll Call:

Aye: Zalewski, Quinn, Aviles, Earley, Lux, Weiss
Nay: None
Absent: Ricker

Motion approved and carried unanimously.

Tina Lux, Secretary
Bensenville Community Public Library

