

Bensenville Community Public Library Board Meeting

Regular Meeting Minutes

February 28, 2022

CALL TO ORDER

The Board of Trustees of the Bensenville Community Public Library District held a Regular Meeting on Monday February 28, 2022. President Linda-Weiss called the meeting to order at 7:30p.m.

Trustees Present: Linda Weiss, Mandi Zalewski, Tina Lux, Consuelo Cabral-Marquez,
Ciuiinal Lewis, Kathy Quinn

Via Zoom: None

Trustees Absent: Susan Earley

The Chair verified the existence of a quorum.

Also Present: Chris Sloan, Sue Feddersen, Tekolya Brown, Samantha Parkison, Bill Stephens

HEARING OF DELEGATIONS

None

ACTION ITEMS

APPROVAL OF MINUTES:

Motion: Lux moved to approve the minutes of the January 24, 2022 Regular Meeting as amended,
Seconded by Quinn.

Roll Call:

Aye:	Lux, Lewis, Zalewski, Consuelo Cabral-Marquez, Quinn, Weiss
Nay:	None
Absent:	Earley
Abstain:	None

Motion approved and carried unanimously

Motion: Lux moved to approve the minutes of the January 31, 2022 Special Meeting as amended,
Seconded by Quinn.

Roll Call:

Aye:	Lux, Lewis, Zalewski, Consuelo Cabral-Marquez, Quinn, Weiss
Nay:	None
Absent:	Earley
Abstain:	None

Motion approved and carried unanimously

APPROVAL OF CHECK LISTING:

Motion: Lewis moved to approve checks from February 1-28, 2022 for a total amount of \$149,590.74
Seconded by Quinn.

Roll Call:

Aye:	Lux, Lewis, Zalewski, Consuelo Cabral-Marquez, Quinn, Weiss
Nay:	None
Absent:	Earley
Abstain:	None

Motion approved and carried unanimously.

The Chair directed the Treasurer's Report for the month of January 2022 filed for audit.

**RESOLUTION NO. 1003-22 APPOINTMENT OF AUTHORIZED IMRF AGENT FOR
BENSENVILLE COMMUNITY PUBLIC LIBRARY DISTRICT**

MOTION: Quinn moved to approve Resolution No. 1003-22 – Appointment of Authorized IMRF Agent for Bensenville Community Public Library District Seconded by Lewis.

Roll Call:

Aye:	Lux, Lewis, Zalewski, Consuelo Cabral-Marquez, Quinn, Weiss
Nay:	None
Absent:	Earley
Abstain:	None

**RESOLUTION NO. 1004-22 APPOINTING A REPRESENTATIVE AND ALTERNATE TO
THE GOVERNING BOARD OF COOPERATIVE 90'S HEALTH PLAN/ DENTAL PLAN**

MOTION: Quinn moved to approve Resolution No. 1004-22 – Appointing a Representative and alternate to The Governing Board of Cooperative 90's Health Plan and Dental Plan Seconded by Lux.

Roll Call:

Aye:	Lux, Lewis, Zalewski, Consuelo Cabral-Marquez, Quinn, Weiss
Nay:	None
Absent:	Earley
Abstain:	None

**ADOPTION OF LANGUAGE TO POLICY MANUAL REGARDING MASKLESS PATRONS
DISPLAYING SYMPTOMS OF ILLNESS**

MOTION: Quinn moved to Adopt Language to Policy Manual Regarding Maskless Patrons Displaying Symptoms of Illness Seconded by Lewis.

DISCUSSION:

New language proposed for inclusion into the BCPL Policy Manual regarding unmasked patrons displaying symptoms of airborne illness and how this will give staff the ability to handle these situations while protecting the health and well-being of library staff and other patrons.

Roll Call:

Aye:	Lux, Lewis, Zalewski, Consuelo Cabral-Marquez, Quinn, Weiss
Nay:	None
Absent:	Earley
Abstain:	None

DISCUSSION

FILLING YOUTH SERVICES VACANCY:

Sophie Welsh took another position closer to home. Have seen some good candidates in interviews. Sloan feels very good about some of the candidates and expect to find and fill the position soon.

HIRING OF YOUTH SERVICES SPANISH LANGUAGE LIBRARIAN:

This position has been filled. Rosario Zavala has a Fine Arts degree from University Illinois Chicago. She also has a background in photography. She will be able to work closely with marketing. She is currently still in graduate school.

RESTRUCTURING OF ORGANIZATIONAL CHART, RE-INTRODUCTION OF ASSISTANT DIRECTOR ROLE, MATERIAL SERVICES DEPARTMENT SUB-SECTION MANAGER POSITIONS:

Restructuring will allow a clearer delegation of duties for staff, while allowing the Director to focus on more administrative aspects of position. The Deputy Director position was a position that has always existed, but has not been filled since 2015.

Multiple employees are in new positions while still keeping the Library under the approved budget.

POSSIBLE ELECTRIC VEHICLE CHARGING STATION RESTRICTIONS:

Due to an email received by the board from a resident concerned about patterns of use of the electric vehicle charging stations installed in 2015, various options were presented to the board. The board decided to first implement a rule of “no overnight parking” in the spots, indicated by signage.

LIFTING OF STATEWIDE MASK MANDATE AND EFFECT ON LIBRARY MASK GUIDELINES:

Per the ending of the mask mandate on February 28, 2022, masks are no longer required indoors for patrons. It will be optional. Staff will remain in masks to help all patrons feel comfortable.

SPRING PROGRAM GUIDE:

The English and Spanish language Program Guides have been printed and available for patrons. The online version is also available.

This programming cycle will include virtual author visits. This will allow the Library to provide more high-profile authors for patrons.

INFORMATION

LIBRARY STAFF REPORT:

BIG:

Members will meet on March 10, 2022.

BENSENVILLE COMMUNITY FOUNDATION:

Members expect to meet soon.

RAILS/SWAN:

Second cohort of Aspen going live second week of March. Enterprise is going away April 26, 2022. The quarterly meeting will be held on March 3, 2022.

SEED LIBRARY:

The Seed Library launches on March 1, 2022. There is a lot of patron interest.

Created binder of every seed variety. Started with eight and now up to eighty-five. Each seed comes with notes and labels to explain how to use them and what to do. The seed website is very functional with pictures. It includes a clickable link that brings patrons to another resource that directs them on how to grow that specific seed.

PROGRAMS AND SERVICES REPORT:

ADULT SERVICES REPORT:

After Chris Sloan's move to position of Director, Bill Stephens is the new Adult Services Supervisor.

Local History Librarian Elizabeth Morris has replaced Stephens' position in Adult Services.

Stephens will take over the adult materials ordering.

The Winter Reading Challenge ends on March 5, 2022.

Upcoming programs include the Golden Age of Comedy, How to Transition to a Plant based Lifestyle.

YOUTH SERVICES REPORT:

Tuesday Tales are now on Wednesday.

There is a new pajama story time.

The department is gearing up for the always popular Craftapalooza as well as Summer Reading.

Sue Feddersen is the Interim Coordinator, and is currently planning summer programming now. Staff will meet on March 14, 2022 to discuss Summer Reading kickoff. This will prevent the new Coordinator from being overwhelmed when they start.

Community Events:

Honor Flight Hockey Game- Saturday March 12, 2022 at Edge Arena.

Fenton Bands Concert is March 1, 2022.

ADJOURNMENT

MOTION: Quinn moved to adjourn the meeting at 8:18 pm. Seconded by Lux.

Roll Call:

Aye: Lux, Lewis, Zalewski, Consuelo Cabral-Marquez, Quinn, Weiss

Nay: None

Absent: Earley

Abstain: None

Motion approved and carried unanimously.

Mandi Zalewski, Secretary