

Monday, August 17, 2020

5:00 p.m.

I. Call to Order

The Board of Trustees of the Wheaton Public Library held their regular Board meeting on Monday, August 17, 2020. Board President Christine Fenne called the meeting to order at 5:01 p.m. Members present in person at roll call were: Christine Fenne and Alan Herbach. Attending via Zoom were: Bob Lyon, Joe McHaley, Laurie Metanchuk, Simone Morton and Kathryn Staron, with Bob McDonough entering via Zoom at 5:04 p.m. Absent: Vallari Talapatra. Betsy Adamowski, Library Director, Ed Sirovatka, IT/Facilities Manager, and Lisa Christell-Sandri, Library Finance/Business Office Manager and recording secretary for this meeting, were also in attendance.

II. Citizens to be Heard

None

CONSENT AGENDA

III. Minutes for the July 20, 2020 Board Meeting

Minutes for the July 28, 2020 Special Board Meeting

IV. Financial Reports for July 2020 and Bill Listing for August 2020 Payment

Mr. Lyon moved and Mr. Herbach seconded to approve the Consent Agenda items.

Roll Call Vote

Ayes: Mr. McHaley
Mr. Lyon
Ms. Staron
Ms. Morton
Mrs. Metanchuk
Mr. Herbach
Mrs. Fenne

Nays: None

Absent: Mr. McDonough
Ms. Talapatra

Motion Carried

V. Friends of the Library Report – Mrs. Adamowski

There was no report.

VI. Library Director’s Board Report for July 2020

Mrs. Adamowski noted that the Library use is steady and the quality of the virtual programming is going up – the Hummingbird program had huge attendance. Upon considering Friday night hours, Mrs. Adamowski said there are not a lot of people later on Fridays. She would like to wait until school starts and gauge it week by week; she’ll also do that for Sundays. Mrs. Adamowski explained about how the staff shifts are working out and noted that many of their jobs have changed. There will be information on library materials and services is going out to the schools. She noted that while there will not be free library cards, most services are universal (no card needed). Database use will become universal and teacher library cards will still be available as before. Letters will go out to unincorporated households

with the tax rate information (the same rate as residents pay) so they can figure out the cost. Also, library cards can now be paid for online.

VII. Unfinished Business:

A. Interior Remodel Project

Mrs. Adamowski told the Board that the contract has been drawn up and she will be meeting with the architects next week to figure out the schedule and will discuss re-use of existing furniture. The bid process will be a little back and forth – from the architects to the City procurement, and back. When that is complete, Mrs. Adamowski expects to call a Special Meeting to approve the bids.

VIII. New Business:

A. CY2021 Budget Process

Mrs. Adamowski talked about how the budget process works - she and the Finance Manager, Lisa Christell-Sandri, go through what is needed in the next year. After Lisa has put the draft budget together, Mrs. Adamowski goes over it with City Manager, Mike Dzugan. Next, she goes over it with the Treasurer and the Finance Committee. She noted that the Library's renewal funds have a healthy balance as does the General Fund, though revenue will be a challenge. Mrs. Adamowski stated that the CY2021 Budget will need to be approved in either September or October to go before the City Council.

IX. Board Member Comments (Round the Table)

Mrs. Fenne asked the members to review the contact information that was handed out. It was noted that the ILA Conference has only one session for Board members. Mrs. Fenne said she would look for further trustee training.

X. Adjournment

There being no further business of the Wheaton Public Library Board of Trustees, Mr. Lyon moved and Ms. Morton seconded that the meeting be adjourned. A voice vote was taken and the motion for adjournment carried at 5:27 p.m.

Respectfully Submitted,
Lisa Christell-Sandri
Finance/Business Office Manager