

Monday, October 19, 2020

6:00 p.m.

I. Call to Order

The Board of Trustees of the Wheaton Public Library held their regular Board meeting on Monday, October 19, 2020. Board President Christine Fenne called the meeting to order at 6:00 p.m. Members present in person at roll call were: Christine Fenne. Attending via Zoom were: Alan Herbach, Bob Lyon, Bob McDonough, Joe McHaley, Laurie Metanchuk, Kathryn Staron and Vallari Talapatra. Absent: Simone Morton. 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

There were no citizens to be heard. Nikki Bridges from Studio GC attended via Zoom to answer questions concerning the Library Interior Alterations (Items VII - B and C).

CONSENT AGENDA

III. Minutes for the September 21, 2020 Board Meeting

Minutes for the September 14, 2020 Finance Committee Meeting

IV. Financial Reports for September 2020 and Bill Listing for October 2020 Payment

Mrs. Metanchuk moved and Ms. Staron seconded to approve the Consent Agenda items.

Roll Call Vote

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

Nays: None

Absent: Ms. Morton

Motion Carried

V. Friends of the Library Report – Mrs. Adamowski

None

VI. Library Director’s Board Report for September 2020

Mrs. Adamowski noted a review of Standards for Illinois Public Libraries was included in the Board meeting packet for the Trustees to go over as part of the Per Capita Grant requirement. She noted that the highlighted items will be looked at for future planning. She stated that the Bylaws Review Committee meeting minutes and recommended actions will be included in next month’s packet. Mrs. Adamowski was pleased that the Mayor visited her last Friday. She took him on a comprehensive tour of the Library and talked to him about further opening plans. He seemed happy with that and also with the Library’s interior set-up. Mrs. Adamowski mentioned that she and Adult Services Department Head, Dana Tieman, will finish interviewing for a full-time Reference Librarian and should have a decision by the end of next week. She stated that she will be doing 2 presentations at the Illinois Library Association Virtual Conference tomorrow.

VII. Unfinished Business:

A. Motion to Approve the CY2021 Operating Budget to be Presented to the City Council

Mr. Herbach moved and Mr. McHaley seconded to approve the motion. Mr. McDonough asked Treasurer Al Herbach if there were any new concerns with the final budget. Mr. Herbach responded that he was most happy that the vacant positions could still be included so that when the library does go back to regular hours, there will be full staffing. Mrs. Metanchuk asked about the budgeted website redesign. Mrs. Adamowski responded that it needs updating since it has been 6-7 years since the last one.

Roll Call Vote

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

Nays: None

Absent: Ms. Morton

Motion Carried

B. Motion to Approve Proposed Bid Package for 2020 Interior Alterations (Furniture Package)

Mrs. Fenne announced that the furniture bid package recommendation was for Interiors for Business, Inc. as the lowest, most responsible bidder, with a bid that was complete and accurate. The total bid was \$131,685.75. Ms. Bridges made some comments and answered questions. Mrs. Adamowski noted that the cost came in lower than planned and was coming out of the Library's budget. Mr. Herbach moved and Mr. McHaley seconded to approve the motion.

Roll Call Vote

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

Nays: None

Abstain: Mr. McDonough

Absent: Ms. Morton

Motion Carried

C. Motion to Approve Proposed Bid Package for 2020 Interior Alterations (General Trades Package)

Mrs. Fenne announced that the general trades package recommendation was for RoMAAS, Inc. as the lowest, most responsible bidder, with a bid that was complete and accurate. The base bid was \$148,900.00 plus Alternate Bid No. 1 for \$15,000.00. Mrs. Metanchuk moved and Mr. Herbach seconded to approve the motion.

Roll Call Vote

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

Nays: None

Abstain: Mr. McDonough

Absent: Ms. Morton

Motion Carried

VIII. New Business: None

Mrs. Fenne stated that they would move to Board Member Comments (Item XI) and then go into Closed Session (Item IX. A.). The meeting would adjourn directly after that.

XI. Board Member Comments (Round the Table)

Mr. Lyon said he had enjoyed listening to *Unsheltered* by Barbara Kingsolver and recommended it. He asked Mrs. Adamowski if newspapers in the Library were available to the public. She responded that, no, they were not. They are still too much of a risk for spreading COVID-19.

IX. Closed Session:

A. 5ILCS 120/2(c)(1): To Discuss the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee of the Library

Mrs. Fenne asked for a motion to go into Closed Session for discussing personnel – Library Director Betsy Adamowski. Mr. McDonough moved and Mr. Herbach seconded to go into Closed Session.

Roll Call Vote

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

Nays: None

Absent: Ms. Morton

Motion Carried at 6:35 p.m.

Members entered Closed Session at 6:37 p.m.

Closed Session adjourned at 6:47 p.m.

Respectfully Submitted,

Lisa Christell-Sandri
Finance/Business Office Manager