



GLENWOOD-LYNWOOD PUBLIC LIBRARY DISTRICT / 19901 STONY ISLAND AVENUE / LYNWOOD, IL 60411

BOARD OF TRUSTEES

Regular Meeting

Agenda

Tuesday, April 20, 2021

6:00 PM

Zoom Meeting

1. Call to Order & Roll Call-6:02 PM

Trustees Present: Elmore, Drayer, Dixon, Tatum, Tyler, White
Trustees Absent: Mays-Browne

2. Recognition of visitors

- Doreen Berrien-Business Office Manager
- JJ Armstrong-Glenwood/Lynwood Library

3. Public Comment on the Agenda

- None

4. Friends of the Library Report

- Alaina Konieczka-Friends of the Library will organize a Shred Event. Will submit details to the board after their May meeting.

5. Newsletter and Programming-JJ Armstrong

- Proposal to change the newsletter and programming to a monthly digital copy
- Tabled until May Board Meeting, Director Vagt will research the cost of printing and mailing a hard copy newsletter to patrons.

6. Consent Agenda (action for all)

A. Approval of Minutes

- March 16, 2021

B. Treasurer's Report

- April 2021

C. Bill Claimed Lists

- April 2021: #1: \$117,416.03
- April 2021 #2: \$4,229.29

MOVE TO ACCEPT THE CONSENT AGENDA; INCLUDING THE MARCH 16, 2021 REGULAR BOARD MEETING MINUTES, APRIL 2021 TREASURER'S REPORT, AND THE APRIL #1 AND #2 2021 BILLS CLAIMED LIST IN THE AMOUNT OF \$121,645.32

Motion: Trustee Elmore Ayes: All
Second: Trustee Tatum Nays: None

Motion Passed

D. Financial Report

- On June 18, 2021 Doreen Berrien will retire from the Glenwood/Lynwood Library. She will submit a formal letter to the board.

7. New Business

- A. Transfer \$200,000 from Wintrust Money Market account to the local bank general checking account to pay invoices and make payroll

MOVE TO APPROVE THE TRANSFER OF \$200,000 FROM THE WINTRUST MONEY MARKET ACCOUNT TO THE LOCAL BANK GENERAL CHECKING ACCOUNT TO PAY INVOICES AND MAKE PAYROLL, AND PAY BOND INTEREST

Motion: Trustee Drayer Ayes: All
Second: Trustee Elmore Nays: None

Motion Passed

B. Approval of Naming the Computer Lab

MOVE TO APPROVE THE NAMING OF THE COMPUTER LAB TO THE
LATINA WILSON COMPUTER LAB

Motion: Trustee Drayer Ayes: All

Second: Trustee Tyler Nays: None

Motion Passed

C. Discussion and Approval of Budget, Timely Payment, and Check Request Policies

MOVE TO APPROVE THE BUDGET, TIMELY PAYMENT, AND CHECK
REQUEST POLICIES

Motion: Trustee Tatum Ayes: All

Second: Trustee Drayer Nays: None

Motion Passed

8. Old Business

- None

9. Director's Report

- Director Brian Vagt presented his report in detail.

10. Communications

- Each board member received a certified letter from previous Director Kathy Parker regarding a bank card issue

11. Audience Comments and/or Questions

Per the Library Policy, Section 1.1, Article IV: Meetings, Section 4: Members of the audience may comment on, or be asked to comment on, specific agenda items during the meeting at the discretion of the President or presiding officer, for a time of **two (2) minutes**

12. Executive Session

Pursuant to 5 ILCS 120/2, go into Executive Session for the purpose to:

MOVE TO GO INTO EXECUTIVE SESSION PURSUANT TO 5 ILCS 120/2
FOR THE PURPOSE TO

13. Adjournment

MOVE TO ADJOURN AT 7:25 PM

Motion: Trustee Tatum Ayes: All
Second: Trustee Drayer Nays: None

Motion Passed