

WHITE OAK LIBRARY DISTRICT
MAY 26, 2020
REGULAR BOARD MEETING @ 7:00 PM
Meeting Conducted Via ZOOM Conference

CALL TO ORDER

President Deanna Amann called the Regular Board Meeting to order at 7:00 p.m. via ZOOM. Board members present: Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel and Adam Woodworth. Board member absent: None.

Staff present: Scott Pointon, Beverly Krakovec, and Scott Casper.

Public present via ZOOM: Pat and Ken Carroll.

The Board welcomed the guests to the board meeting.

PUBLIC COMMENTS – none.

MINUTES

Board members reviewed the minutes.

Nancy Hackett moved to approve the April 28, 2020 Regular Board Meeting Minutes as presented. Adam Woodworth seconded the motion. Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Adam Woodworth. Nays—none. Motion carried.

CORRESPONDENCE – none.

TREASURER’S REPORT

Treasurer Ann Lopez-Caneva read the Treasurer’s Report for April 2020. Cash on hand as of April 1, 2020 was \$2,008,011.34. Income as of April 30, 2020 was \$77,055.07. Disbursements as of April 30, 2020 were \$500,491.65. Transfers/adjustments—none. Cash on hand as of April 30, 2020 was \$1,584,574.65.

Ann Lopez-Caneva moved the Board approve the April 2020 Treasurer’s Report as presented, with payment of the May 15, 2020 bills of \$69,666.71, and the May 1, 2020 payroll of \$107,139.51, and the May 15, 2020 payroll of \$107,110.46. Adam Woodworth seconded the motion. Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Adam Woodworth. Nays—none. Motion carried.

Personal Property Replacement Tax received for FY 2019-2020 was \$228,143.46. The Lockport Township estimate for FY 2019-2020 was \$279,418.90

2019 Levy Real Estate Distributions and Interest received to date was \$405,711.55. Percent received to date is 6.92%.

Additional information regarding interest rates – see PMA Investments Report.

DIRECTOR'S REPORT

In addition to his written report, Scott Pointon reported two staff members have resigned. The District now has seven open positions, which we may wait to fill until late summer or early September. The District has seen an increase in the circulation of eBooks and eAudio books, as these were the only materials patrons could access during our closure.

Scott Pointon stated he will bring the FY 2020-2021 working budget to the Board at the June meeting. We have learned the District's PPRT (Personal Property Replacement Tax) will be reduced by 25% for this coming fiscal year due to the economic slowdown. We had anticipated losing all of this funding, so a reduction of only 25% is positive news. The District may have a funding gap of \$50,000, which we may be able to compensate for with excess funds from this fiscal year.

OLD BUSINESS

BUILDING UPDATES

Romeoville Branch – The new roof is completed and our architects have visited the branch and created a punch list of items to be corrected. The parking lot has been repaved and striped, with the dumpster corral to be completed in June.

EXECUTIVE SESSION – Real Property – none needed.

EXECUTIVE SESSION – Personnel—none needed.

NEW BUSINESS

COVID-19 RESPONSE PLAN

Scott Pointon reviewed the plan with board members, noting how the District's plan has phases that coincide with Governor's Pritzker's plan for re-opening Illinois. The plan addresses unique gathering zones in each facility and indicates how many occupants can be in any one zone at a time. Scott Pointon reviewed how the District's curbside pickup service will operate. This is a new service the staff had been considering instituting prior to the COVID-19 pandemic. We would begin curbside pickup on Monday, June 1, 2020.

Gayle Crompton moved the Board adopt the White Oak Library District COVID-19 Response Plan, with noted typographical errors corrected. Nancy Hackett seconded the motion. Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Adam Woodworth. Nays—none. Motion carried.

PATRON BEHAVIOR POLICY

Scott Pointon and the Board reviewed the revised Patron Behavior Policy. Language was added to address the expectations of staff and patrons during times of pandemic, quarantine, or other health related crisis. Ann Lopez-Caneva moved the Board adopt the revised Patron Behavior Policy as presented. Adam Woodworth seconded the motion. Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Adam Woodworth. Nays—none. Motion carried.

SERVING OUR PUBLIC 4.0 - Chapter 12- Technology

The Board reviewed the standards in question and determined the District is in compliance with the guidelines in place.

The Board may have its June board meeting with in person attendance, or it could have a combination of a virtual meeting and in person attendance.

ADJOURNMENT

Gayle Crompton moved for adjournment at 7:45 p.m. Nancy Hackett seconded the motion. Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Adam Woodworth. Nays—none. Motion carried.