

**WHITE OAK LIBRARY DISTRICT**  
**SEPTEMBER 22, 2020**  
**PUBLIC HEARING – BUDGET & APPROPRIATION ORDINANCE @ 6:30 PM**  
**REGULAR BOARD MEETING @ 7:00 PM**  
**LOCKPORT BRANCH**  
**&**  
**Available via ZOOM Conference**

**PUBLIC HEARING – 6:30 P.M. – BUDGET & APPROPRIATION ORDINANCE**

Board President Deanna Amann opened the public hearing on the Budget & Appropriation Ordinance at 6:30 p.m. Board members present: Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Adam Woodworth joined on Zoom. Board member absent: Zach Binkley.

No public in attendance.

Deanna Amann closed the public hearing at 7:00 pm

**REGULAR BOARD MEETING – 7:00 pm**

**CALL TO ORDER**

President Deanna Amann called the Regular Board Meeting to order at 7:00 p.m. Board members present: Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, Adam Woodworth joined on Zoom. Board member absent: Zach Binkley.

Staff present: Scott Pointon, Beverly Krakovec, and Kathleen Kallan.

No public were present in-person or via ZOOM.

Kathleen Kallan, full-time circulation clerk at the Romeoville Branch, introduced herself and thanked the Board for the opportunity to be doing her Library Technical Assistant (LTA) internship at the White Oak Library District. The Board welcomed Kathleen to the meeting.

**PUBLIC COMMENTS** – none.

**MINUTES**

Board members reviewed the minutes.

*Nancy Hackett moved to approve the August 25, 2020 Regular Board Meeting Minutes as presented. Gayle Crompton seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Adam Woodworth. Nays—none. Motion carried.*

**CORRESPONDENCE**

Scott Pointon reviewed an email correspondence from Patricia Kulesza, media/library specialist at Richland School. Ms. Kulesza thanked Scott Pointon and the District for being proactive in providing additional e-learning resources to students. In response to Ms. Kulesza's request for the District to add additional e-learning resources, we have added databases Tumblebooks and Tumblebooks Math, and Scholastic Teachables. The District's OverDrive collection also has filters available so schools can use this service to allow only content they believe is appropriate for students.

## **TREASURER'S REPORT**

Treasurer Ann Lopez-Caneva read the Treasurer's Report for August 2020. Cash on hand as of August 1, 2020 was \$2,803,837.12. Income as of August 31, 2020 was \$156,561.12. Disbursements as of August 31, 2020 were \$332,315.21. Transfers/adjustments—none. Cash on hand as of August 31, 2020 was \$2,628,083.03.

*Ann Lopez-Caneva moved the Board approve the August 2020 Treasurer's Report as presented, with payment of the September 15, 2020 bills of \$95,564.55, and the September 4, 2020 payroll of \$109,354.10, and the September 18, 2020 payroll of \$110,987.96. Nancy Hackett seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Adam Woodworth. Nays—none. Motion carried.*

Personal Property Replacement Tax received for FY 2020-2021 was \$65,161.76. The Lockport Township estimate for FY 2020-2021 is not yet available.

2019 Levy Real Estate Distributions and Interest received to date was \$3,656,921.42. Percent received to date is 62.42%.

Additional information regarding interest rates – see PMA Investments Report.

## **DIRECTOR'S REPORT**

In addition to his written report, Scott Pointon stated the District will be having a Halloween-themed car pool movie night at each of our branches during October. Patricia Jarog was able to book our three movies with no additional costs to the District as they fall within the scope of our current Swank movie licensing agreement.

While the District's COVID-19 prevention measures are strong and necessary, the District has experienced a growing number of patrons who attempt to circumvent our mask wearing protocols. Some patrons complain about having to wear masks or do not wear the mask properly. A few patrons have tried to enter our facilities wearing only a face shield, which the District's COVID-19 Recovery Plan does not consider sufficient. Administration is reminding staff we must always try every means available to accommodate the patron's needs if they cannot maintain wearing a mask while in our facilities. This is especially vital if a patron says they have a medical condition that prohibits them from wearing a face mask. Staff must be able to fully explain the reasoning behind our COVID-19 prevention measures and explore all service option to ensure patron's needs are being met.

Scott Pointon and the Board discussed possible scenarios for a future referendum campaign, with a possible 2022 referendum date considered. No firm decision was made at this time. The District has the potential to utilize Lewis University students to assist with a number of referendum campaign initiatives. Michelle Smith, who acted as the District's previous referendum campaign organizer, would only be available to provide brief, initial assistance for future referendums.

## **OLD BUSINESS**

BUILDING UPDATES – none.

APPROVAL OF ORDINANCE NO. 2020-192 (Annual Budget & Appropriation Ordinance)

The Board reviewed the ordinance.

*Ann Lopez-Caneva moved the Board adopt Ordinance No. 2020-192 – Fiscal Year July 1, 2020 to June 30, 2021 Budget and Appropriation Ordinance of the White Oak Library District, Will County, Illinois, as presented. Gayle Crompton seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Adam Woodworth. Nays—none. Motion carried.*

**EXECUTIVE SESSION** – Real Property – none needed.

**EXECUTIVE SESSION** – Personnel—none needed.

**NEW BUSINESS**

APPROVAL OF ORDINANCE NO. 2020-193 (Annual 2 Mills Levy Ordinance)

The Board reviewed the ordinance.

*Gayle Crompton moved the Board adopt Ordinance No. 2020-193 – Fiscal Year July 1, 2020 – June 30, 2021 Ordinance of the Board of Trustees of the White Oak Library District, Will County, Illinois Determining to Levy an Additional Library Tax. Nancy Hackett seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Adam Woodworth. Nays—None. Motion carried.*

DISCUSSION OF NEW EMPLOYEE PROCEDURES

Scott Pointon reviewed the Illinois Right to Privacy in the Workplace Act (Privacy Act), which prohibits employers from taking adverse action against an employee based on off-duty use of a legal product. Scott Pointon will investigate possible additional language to add to the district’s Personnel Policy relating to this matter and for the Board’s consideration.

APPROVAL OF INTERGOVERNMENTAL AGREEMENT

The Board reviewed the intergovernmental agreement between the Fountaindale Public Library District, the White Oak Library District and the Valley View School District. The purpose of this agreement is to provide library cards to all students within the Valley View School District. Ensuring all students within WOLD have library cards is part of our “student success card” initiative, which is already in place in number of schools in our Crest Hill and Lockport communities.

*Nancy Hackett moved to approve the agreement as presented, with noted grammatical corrections. Gayle Crompton seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Adam Woodworth. Nays—None. Motion carried.*

SERVING OUR PUBLIC 4.0 - Chapter 3—Personnel

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

**ADJOURNMENT**

*Gayle Crompton for adjournment at 8:10 p.m. Nancy Hackett seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Adam Woodworth. Nays—none. Motion carried.*