



ANTIOCH PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES MINUTES

I. The regular meeting of the Board of Library Trustees of the Antioch Public Library District was called to order by President Thomas Hausman Tuesday, December 29, 2020 at 7:07 p.m. in the Eide Room at the Library and via Zoom virtual platform.

Present:

- **Library Board Members: James Santi (Eide Room), Scott Zalatoris (Zoom), Becky Masik (Zoom), Peter Mazzetta (Zoom), Ann Kakacek (Zoom-Appointed tonight) and Thomas Hausman (Eide Room)**
- **Library Staff Members: Jennifer Drinka (Zoom), Kathy Deaner (Zoom), Amy Blue (Eide Room), Becky Jacobson (Zoom)**
- **Citizens: Scott Harrod (Zoom) and Chad Holbrook (Zoom)**

James Santi moved and Peter Mazzetta seconded a motion to suspend the agenda and move to item X. New Business, action A – the Appointment of Ann Kakacek. All voted aye.

James Santi moved and Pete Mazzetta seconded a motion to appoint Ann Kakacek Board Trustee of the Antioch Public Library District until the May 2021 Board meeting. On a roll call vote: Becky Masik, aye; Peter Mazzetta, aye; Scott Zalatoris, aye; James Santi, aye; and Thomas Hausman, aye. Becky Masik, Board Secretary, administered the Oath of Office to Ann Kakacek.

I. Secretary's Report/Approval of Minutes of Last Meeting

Ann Kakacek moved and James Santi seconded a motion to approve the November 2020 Minutes of the Antioch Public Library District Board of Trustees Meeting. Thomas Hausman asked for a roll call vote: James Santi, aye; Ann Kakacek, abstained; Scott Zalatoris, aye; Becky Masik, aye; Peter Mazzetta, aye; and Thomas Hausman, aye.

Scott Zalatoris moved and Pete Mazzetta seconded a motion to approve the November 24, 2020 Closed Session Minutes. Thomas Hausman asked for a roll call vote: James Santi, aye; Ann Kakacek, abstained; Scott Zalatoris, aye; Becky Masik, aye; Peter Mazzetta, aye; and Thomas Hausman, aye.

Pete Mazzetta moved and James Santi seconded a motion to approve the November 10, 2020 Committee of the whole Minutes. Thomas Hausman asked for a roll call vote: James Santi, aye; Ann Kakacek, abstained; Scott Zalatoris, aye; Becky Masik, aye; Peter Mazzetta, aye; and Thomas Hausman, aye.

III. Approval of Bills and Payroll

Scott Zalatoris commented he did not sign the checks this month. Tom Hausman signed for Scott and Becky Masik will be signing checks tomorrow. Becky Masik moved and Scott Zalatoris seconded a motion to approve the bills and payroll for the month of December 2020. On a roll call vote: James Santi, aye; Peter Mazzetta, aye; Becky Masik, aye; Scott Zalatoris, aye; Ann Kakacek, abstained; and Thomas Hausman aye.

IV. Treasurer's Report

Scott Zalatoris stated there was \$1,855,987.12 in our four bank accounts. We received a property tax disbursement from the County on December 4, 2020 for \$41,392.83. Scott reported we received a final report from the auditors. We received a favorable report with no management letter again this year, which is good news. The accounting policies we have in place are sound. We are compliant in all laws and accounting standards. We have a good staff and management team that make sure our books are kept well and accounts are in good financial order. An excellent audit once again this year. Tom held up a hard copy of the audit and said everyone will have a copy at the January Board meeting.

V. President's Comments

Tom thanked everyone for coming tonight. Tom reported all legal objections to the referendum have been dropped so we can move forward with the mandate of the referendum. Next month we will do the voting on the bonding so we can move forward on the plan. Thank you to everyone who worked on this and to the voters.

VI. Notices and Communications

A. Discovery Recount letter from Lake County Clerk

Amy Blue stated the discovery recount letter was in everyone's Board packet. There will be no further action.

B. Petition for Discovery Recount

Amy Blue stated petition has been dropped and there will be no further action.

C. Property Assessment Appeal

Robert S. Glueckert, Lake County Clerk of the Board of Review, notified the Library there has been an appeal filed with the State Property Tax Appeal Board requesting a reduction of \$100,000 or more in real property assessed valuation within our taxing district. Amy Blue stated our lawyer recommends not doing anything.

D. Letter from the Office of Representative Lauren Underwood

Amy Blue stated we received two letters from Representative Underwood's office regarding our letter about delivery service of our newsletters from the post office. The first letter acknowledges receipt of our letter and says they will escalate the issue. The second letter is stating they have not heard anything from their initial contact and they are still working on it.

VII. Library Director's Report

A. Overview of Reports

Amy Blue, Assistant Director, reiterated the audit went through with excellence. Hard copies are available. The auditors will be at the January Board meeting to talk about the audit and answer any questions. Amy reported former patron Joan Larson created a Trust in the late 1980s and we are a beneficiary of the Trust. Our attorney is currently looking over the document. Amy said everyone has in their packet the annual report from 2019-2020. Amy gave a brief overview. Even though we were closed for three months, we kept going with various online/virtual programming.

E-Circulation picked up when the economy was down and our online services continue to go up. We issued 79 library cards online while we were closed.

B. Personnel Changes

Jane Connors-Geddes will be retiring in January after 18 years of service with the Library. Jane was in charge of all of our Adult Programming and will be missed.

VIII. Public Comment

A. Board Corner

James Santi noticed that the correspondence from Lauren Underwood's office is referencing the mail service issue having to do with Covid. James wants to go on the record stating our problems with the mail service were prior to Covid. Scott Zalatoris agreed with James and said whoever speaks to the Congresswoman's office tell them this is a longstanding issue prior to Covid.

Scott Zalatoris mentioned his resignation is an action point later on the agenda. Scott said he had a tremendous time serving on the Board. It was a privilege and an honor working on the referendum and everything else. Scott will be moving out of Antioch and is glad to be leaving the Board in a good position. Scott reported one of the last things he did, as Treasurer, was to go to the State Bank of the Lakes with Jennifer Drinka and made the final wire payment on the old bond. The bond has been completely paid.

Peter Mazzetta – No comments

Becky Masik – No comments

Ann Kakacek – Happy to be a part of the Board.

B. Citizens' Comments

There were no citizens' comments.

C. Staff Comments

Jennifer Drinka said she is glad to see everyone, as she is currently out on medical leave. Jennifer said she was sad to see Scott go and happy to welcome back Ann. Jennifer said her plan is to be off four weeks. She is excited for the January Board meeting.

D. Friends' Report

Amy reported the Friends made \$470 in November from walk in's only.

IX. Unfinished Business

A. Renovations & Expansion Committee

Becky Masik said she was excited to be able to move forward now with the renovation and expansion plans. Becky stated the Committee was down to two people and asked if any of the other Trustees would be interested in joining the Committee. Ann Kakacek and James Santi volunteered. Tom Hausman appointed Ann Kakacek and James Santi Committee members of the Renovation & Expansion Committee. The next Renovation & Expansion Committee is scheduled for Tuesday, January 12 at 6:30pm via Zoom or at the Library.

X. New Business

A. Appointment of Ann Kakacek until May 2021 Board meeting and Oath of Office

This was moved to the beginning of the meeting.

B. Resignation of Scott Zalatoris

Scott Zalatoris read his letter of resignation to the Board. A copy of Scott's resignation letter is included with these Minutes. James Santi moves to reluctantly accept the resignation of Scott Zalatoris. On a roll call vote: Becky Masik, aye; Ann Kakacek, aye; Scott Zalatoris, aye; Peter Mazzetta, aye; James Santi, aye; and Thomas Hausman, reluctantly aye.

C. Election of Peter Mazzetta as Treasurer until May 2021 Board meeting.

Becky Masik moved and James Santi seconded a motion to elect Peter Mazzetta as Acting Treasurer of the Antioch Public Library District Board of Trustees. On a roll call vote: James Santi, aye; Becky Masik, aye; Scott Zalatoris, aye; Ann Kakacek, aye; Thomas Hausman, aye; and Peter Mazzetta, aye.

D. Thanking Outgoing Board Member Scott Zalatoris

Tom stated normally we would have a small party to thank outgoing Board members but that was not possible this month. Tom invited Scott and his wife to attend the January Board meeting for a proper farewell presentation. Scott accepted and will attend the January Board meeting with his wife.

XI. Closed Session

There was no closed session.

XII. Adjournment

Scott Zalatoris moved and Peter Mazzetta seconded the motion to adjourn at 7:58 p.m. All voted aye.



Becky Masik, Secretary