

**ANTIOCH PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES**

I. The regular meeting of the Board of Trustees of the Antioch Public Library District was called to order by President Becky Masik Tuesday, June 27, 2023 at 7:05 p.m. in the Kakacek Room at the Library.

Present:

- **Library Board Members: Becky Masik, Ryan Haley, Toni Leprich, Robert Altman and Susan Moore**
- **Absent Board Members: Paul Hettich and Deborah York**
- **Library Staff Members: Jennifer Drinka, Kathy Deaner and Sam Langford**
- **Citizens: Cristina Bomben Allegrini and Graham Harwood**

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

A. Robert Altman moved to approve the minutes of the May 30, 2023 Board meeting and the May 25, 2023 Budget Committee. Susan Moore seconded. All voted aye.

III. Approval of Bills and Payroll

Susan Moore moved we approve bills and payroll, Robert Altman seconded. On a roll call vote: Toni Leprich, aye; Susan Moore, aye; Ryan Haley, aye; Robert Altman, aye and Becky Masik, aye.

IV. Treasurer's Report

Ryan Haley stated he approved payroll for the first time. Still getting used to everything. He will have more to report next month.

V. President's Comments

Becky Masik thanked everyone for being here and told all the new members to reach out to any of the old members if they have any questions. Paul Hettich was away at Boy Scout camp.

VI. Notices and Communications

A. Thank you from Ann Kakacek

B. Mystery Writing Workshop Thank You

C. Cinde DeBoer E-Mail

Kristina Guntharp Dist 34 Email

Becky Masik read thank you letters and emails from past Trustees and patrons.

D. Staff & Board Directory

Becky Masik distributed hard copy of Staff & Board Directory for those who did not have one.

VII. Library Director's Report

A. Overview of Reports

Jennifer Drinka stated she completed new Trustee training and orientation, patron questions are up. Wizards Weekend hosted around 100 kids. Jennifer and some staff attended ALA in Chicago last week. The Garden Walk opening event is July 15, the Board is invited to attend. Jennifer will be on vacation until July 10.

B. Personnel Changes

i. None

VIII. Public Comment

A. Board Corner

Robert Altman – Asked if anyone from the Fire Department said anything about the smoke in the air. No.

Ryan Haley – Spent some time on social media plugging the Library whenever appropriate.

Toni Leprich – Had some problems retrieving the Board packet. Sam Langford helped her.

Paul Hettich - Absent

Susan Moore – Went to the Senior Center on Saturday. Brad Schneider was there and he mentioned that everyone should go to the Library for Wizards Weekend, as he was just there.

Deborah York – Absent

B. Citizen's Comments

None.

C. Staff Comments

None.

D. Friends Report

Jennifer Drinka reported the Friends are doing well. They are looking for new racks for their area.

IX. Unfinished Business

A. Capital Improvement Project

i. Cristina reported miscellaneous interior items are being addressed by Henry Bros. The Garden Walk is 99% complete with punch list items to be prepared by the team. The Garden Walk Dedication is scheduled for July 15 @ 10am. Patio furniture has been installed. The construction fence has been removed. The Live and Learn Grant is complete. Project completion is on schedule for second quarter 2023. The project remains within budget.

ii. **Change Order Requests for Added Scope to Garden Walk for River Rock drop Edge from Henry Brothers in the amount of \$11,317.58. Susan Moore moved to approve change order requests for Added Scope to Garden Walk for River Rock drop Edge from Henry Brothers in the amount of \$11,317.58 and Toni Leprich seconded. Toni Leprich, aye; Susan Moore, aye; Ryan Haley, aye; Robert Altman, aye and Becky Masik, aye. Jennifer Drinka explained why there was an extra \$6K left in the budget to spend. We waited until the end to make certain there were no unexpected issues that came up. We do have to spend all the money reasonably within three years. Ryan Haley asked if there was anything on a wish list we wanted and did not get. Jennifer responded windows in staff area and possibly an irrigation system.**

iii. **Approval to issue payment to Interior Investments for Miscellaneous Added Furniture Proposal in the amount of \$124,152.55. Robert Altman moved to approve to issue payment to Interior Investments for Miscellaneous Added Furniture Proposal in the amount of \$124,152.55 and Susan Moore seconded. Toni Leprich, aye; Susan Moore, aye; Ryan Haley, aye; Robert Altman, aye and Becky Masik, aye.**

iv. **Robert Altman moved to approve to issue payment for Henry Brothers Payment Application #16 in the sum of \$277,408.80 and Susan Moore seconded. Toni Leprich, aye; Susan Moore, aye; Ryan Haley, aye; Robert Altman, aye and Becky Masik, aye.**

Cristina Bomben Allegrini and Graham Harwood left the meeting at 7:40pm.

B. SER 26: Security Camera Policy

Jennifer explained the policy update to the Board. The police will have access to our cameras, as needed with Village approval. Robert Altman asked if the Library had signage, stating the building was under video surveillance. Jennifer said she would check. Robert Altman moved and Toni Leprich seconded the motion to approve SER 26: Security Camera Policy. All voted aye.

C. Security Cameras Memorandum of Understanding with Village of Antioch

Jennifer explained our lawyers drafted this memorandum. Susan Moore moved and Robert Altman seconded a motion to adopt Security Cameras Memorandum of Understanding with Village of Antioch. All voted aye.

D. SER 29: Gifts and Memorials

This was discussed briefly last month. After much Board discussion, the consensus was to change the verbiage to *sponsorship*. Do not make policy too complex. Susan Moore moved and Robert Altman seconded a motion to approved SER 29: Gifts and Memorials as amended. All voted aye.

E. Decennial Committee on Local Government Efficiencies Act

The Committee will meet July 25, 2023 at 6:30pm. There is an outline of the meeting in the Board packet. The Committee will consist of the entire Board, Jennifer Drinka, Amy Blue and Sari Brindel, from Friends.

X. New Business

A. Ordinance for Building Fund 23-4

Jennifer explained this Ordinance needs to be done every year and is announced in the paper requesting a possible a petition from the citizens. Robert Altman moved and Toni Leprich seconded a motion to approve Ordinance 23-4 for Building Fund. On a roll call vote: Robert Altman, aye; Ryan Haley, aye; Susan Moore, aye; Toni Leprich, aye; and Becky Masik, aye.

B. Set Date of Budget and Appropriation Hearing: 8/29/23, 7pm

Susan Moore moved and Robert Altman seconded a motion to set the date of the Budget and Appropriation Hear to 8/29/23 at 7pm. All voted aye.

C. Appoint Secretary's Audit Committee

Toni Leprich and Robert Altman volunteered to be on the Secretary's Audit Committee.

XI. Closed Session if necessary

Closed session was not necessary.

XII. Adjournment

Susan Moore moved and Toni Leprich seconded the motion to adjourn at 8:25pm. All voted aye.

Susan Moore, Secretary