

Blue Island Public Library
Board of Trustees Meeting
April 15, 2020 Minutes
Zoom Online Meeting 6:30pm

- I. Call to Order 6:40pm pm by President Orozco
- II. Roll Call

Present via Zoom Meeting: Trustees Orozco, DiPace Greene, Mason Terzakis, Brown, Nunez, Kinney

 - a. Also present: Director Anna Wassenaar
 - b. Absent: Trustees Camp, and Prater
- III. Public Comment: None
- IV. Reading of March 2020 Meeting Minutes
 - a. Trustee Brown motioned to accept the March 2020 meeting minutes; Trustee Orozco seconded the motion. All in favor – 6:45pm
- V. Financial Report
 - a. Revenue & Expense >Report reviewed
 - b. Balance sheet > Reviewed
 - c. Trustee Brown motioned to approve payables of \$21,663.41; Trustee Nunez seconded the motion. Five Yes; One Abstain; 6:56pm
 - i. Trustees Mason Terzakis requested to add a footnote for Line 15847 when the City of Blue Island does a biannual elevator inspection.
- VI. Director's Report
 - a. In light of the Covid-19 Pandemic the library has been thoroughly cleaned and will continue clean as we move towards opening the library to the public.
 - b. Blue Island Public Library will be participating in the Summer Lunch Bus program with GCFD this summer.
- VII. Unfinished Business
 - a. Trustee Nunez motioned to accept the amended Employee Handbook Drug and Alcohol Policy, Trustee Brown Seconded; All in favor; 7:30pm
- VIII. New Business
 - a. Trustee Orozco motioned to approve the updated Disaster Response Manual, Trustee Brown seconded. All in favor; 8:01pm
 - i. Trustees requested that the library investigate developing a second storage for all electric copies of information.
 - b. Trustee Nunez motioned to approve the Pandemic Response Procedure, Trustee Orozco Seconded; All in favor; 8:06pm
 - i. Additional planning for pandemic management will continue as we learn more about the Covid-19 Pandemic.
 - c. Trustee DiPace Green motioned to postpone the Staff In-service to October 2, 2020, Trustee Brown seconded. All in favor; 8:10pm
 - i. The Blue Island Public Library will be closed on October 2, 2020 for the meeting.
 - d. Lenzini Memo-discussion tabled; all employees will continue to be paid as they have been during the Covid-19 Shelter-in-place Order.

- e. Reopening of the Blue Island Public Library will continue to remain closed until the Shelter-in-place order has been lifted.
- IX. Legislative Updates
 - a. Sustainable Investment Act will be updated at the May meeting
- X. General Communication
 - a. Summer reading program is now available electronically using the Beanstalk app
 - b. All Board members are required to complete their SEI requirements by May 1, 2020.
- XI. Trustee Nunez motioned to adjourn; Trustee Brown seconded; All in Favor 8:40pm

The next board meeting will be held on May 20, 2020 at 6:30pm