**DOLTON PUBLIC LIBRARY DISTRICT**

**BOARD OF LIBRARY TRUSTEES**

**Special Meeting**

**Wednesday, June 17, 2020/ 7:00**

**Via Zoom**

**MINUTES**

**Call to Order**

President Jackson called the Special Meeting of June 17, 2020 to order at ***7:22pm***

The meeting was held via Zoom.

**Roll Call**

Present: (Trustees) Jackson, Copeland, Gonzalez, Sorrell

Absent: (Trustees) Wallace-Culp and Fields

Also Present: (Administrative Librarian) Allyson Withers, (Business Manager)

Lisa Mwesigwa and Attorney D. Baumann.

Present: **(**Trustees) Jackson, Copeland, Robinson, Gonzalez

**Introduction of Visitors and Public Comments [visitors please only take 2 minutes]**

None Attended

**Approval of Meeting Minutes**

**A. Approval of Special Board Meeting Minutes dated April 6, 2020 (Action Item)**

A motion was made by Trustee Gonzalez and seconded by Trustee Copeland to approve the Special Board Meeting Minutes dated April 6, 2020 with the noted changes that Trustee Sorrell abstained from the approval of the Meeting Minutes and the noted footnote of Trustee Gonzalez. Response to Approval: Yeas - [Trustees] Jackson, Copeland, Gonzalez and Sorrell Nays - None The Motion Passed 4:0

**Communications, Petitions, Resolutions, Ordinances**

1. **Prevailing Wage Ordinance 2020 [Attorney D. Baumann] (Action Item)**

A motion was made by Trustee Gonzalez and seconded by Trustee Copeland to approve the Prevailing Wage Ordinance 2020. Response to Approval: Yeas - [Trustees] Jackson, Copeland, Gonzalez and Sorrell Nays - None The Motion Passed 4:0

1. **Audit Engagement Letter 2020 (Action Item)**

A motion was made by Trustee Copeland and seconded by Trustee Gonzalez to approve the Audit Engagement Letter 2020 Response to Approval: Yeas - [Trustees] Jackson, Copeland, Gonzalez and Sorrell Nays - None The Motion Passed 4:0

1. **Resolution [Attorney D. Baumann] (Action Item)**

A motion was made by Trustee Sorrell and seconded by Trustee Gonzalez to approve Resolution 6-17-20 to extend the necessary bill payment by the Administrative Librarian for the months of June, July, and August 2020, due to the Covid-19.

Response to Approval: Yeas - [Trustees] Jackson, Copeland, Gonzalez and Sorrell Nays - None The Motion Passed 4:0

**Librarian’s Report [Allyson D. Withers]**

The Administrative Librarian told all about the various activities, virtual programs and virtual offerings that the library staff have been working on since at home.

**Unfinished Business**

**A. Security - Discussion**

The Administrative Librarian had mentioned that prior to the library closing that the board was in the process of interviewing the top two security companies that they had chosen. The board asked for the Administrative Librarian to arrange for these two choices to attend the trustee's July board meeting via Zoom to continue this choice process.

**New Business**

**A. Re-opening Plan/Date/Policies**

The Administrative Librarian explained the re-opening plan for the library that is scheduled in phases and the staff coming in is staggered while all practicing social distancing.

Patrons are not yet allowed in the library, but the library is preparing for future curbside services. The re-opening process will be done on a slow process while observing all precautions.

**B. Scheduled Meeting of Monday, June 22, 2020 - have or not**

The consensus was that due to the Special Meeting taking place on 6.17.20, that there was no need for a board meeting on 6.22.20. The attorney mentioned that there was no need to vote on this, but to just have a consensus. This will be posted on the library website.

**Executive Session – 5 ILCS 120/2 (c) (1-21)**

**President’s Message**

President Jackson's message was to *"be careful and be very selective in what you do and where you go".*

**Adjournment**

A motion was made by Trustee Copeland and seconded by Trustee Sorrell to adjourn the 6.17.20 Special Board Meeting

Response to Approval: Yeas - [Trustees] Jackson, Copeland, Gonzalez and Sorrell Nays - None The Motion Passed 4:0

President Jackson adjourned the 6.17.20 Special Board Meeting at ***8:21pm***