**DOLTON PUBLIC LIBRARY DISTRICT**

**BOARD OF LIBRARY TRUSTEES**

**Special Meeting**

**Monday, December 13, 2021/ 7:00**

**Via Zoom**

**Minutes**

**Call to Order**

President Jackson called the Special Board Meeting dated for 12/13/21 to order at ***7:02pm***

**Roll Call**

Present: [Trustees] Jackson, Copeland, Sorrell, Fields and Collins

Also Present: Attorney Baumann, Administrative Librarian – Allyson Withers and Business Manager – Lisa Mwesigwa

Absent: [Trustees] Gonzalez and Wallace-Culp

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

[None]

**Approval of Meeting Minutes**

**A. Approval of Regular Board Meeting Minutes dated November 22, 2021 (Action Item)**

[To be approved at January 2022 Board Meeting]

**Communications, Petitions, Resolutions, Ordinances**

1. **Tax Levy Ordinance – Attorney Baumann (Action Item)**

A motion was made by Trustee Collins and seconded by Trustee Fields to approve the Tax Levy Ordinance per the correction that was stated by Trustee Sorrell.

Ayes: [Trustees] Copeland, Sorrell, Fields, Collins & Jackson

Nays: None

Motion Passed: 5:0

**Unfinished Business**

1. **Window Choice (Action Item)**

A motion was made by Trustee Sorrell and seconded by Trustee Copeland to select Preferred Window Company, to repair the library staff kitchen window.

Ayes: [Trustees] Copeland, Sorrell, Fields, Collins & Jackson

Nays: None

Motion Passed: 5:0

1. **Cleaning Choice (Action Item)**

Rather than selecting a cleaning company to conduct the cleaning services at the library to keep costs down, the Board decided that they would hire persons to do this internally and to continue to purchase our own cleaning supplies. They wanted the Library Administrator to begin the search/posting for an F/T Maintenance Manager and two P/T Cleaners (with split shifts). Whatever information is received will be shared with the entire Board.

**New Business**

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

**President’s Message**

**Adjournment**

A motion was made by Trustee Sorrell and seconded by Trustee Collins to adjourn the

 December 13, 2021 Special Board of Trustees meeting:

 Ayes: [Trustees] Copeland, Sorrell, Fields, Collins & Jackson

 Nays: None

 Motion Passed: 5:0

 President Jackson adjourned the 12/13/21 Special Board of Trustees Meeting at ***8:30pm***