**BOARD OF LIBRARY TRUSTEES**

**Regular Meeting**

**Monday, January 24 2022/ 7:00 pm (CST)**

**Library**

**Via Zoom**

**Minutes**

**Call to Order**

President Jackson called the Regular Board of Trustees Meeting dated for 1/24/22 to order at ***7:04pm***.

**Roll Call**

Present: [Trustees] Copeland, Gonzalez, Sorrell, Collins, & Jackson

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

Absent: [Trustees] Wallace-Culp and Fields

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

[None]

**Approval of Meeting Minutes**

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

A motion was made by Trustee Sorrell and seconded by Trustee Collins to approve the 11/22/21 Regular Board Meeting Minutes.

Ayes: [Trustees] Copeland, Sorrell, Collins, and Jackson

Nays: None

Abstentions: Trustee Gonzalez

Motion Passed: 4:1:0

1. **Approval of Special Board Meeting Minutes dated December 13, 2021 (Action Item)**

A motion was made by Trustee Copeland and seconded by Trustee Sorrell to approve the 12/13/21 Special Board Meeting Minutes.

Ayes: [Trustees] Copeland, Sorrell, Collins, and Jackson

Nays: None

Abstentions: Trustee Gonzalez

Motion Passed: 4:1:0

**Communications, Petitions, Resolutions, Ordinances**

1. **Resolution No. 01-24-2022 [Attorney Baumann] (Action Item)**

A motion was made by Trustee Collins and seconded by Trustee Sorrell to approve

Resolution No. 01-24-2022.

Ayes: [Trustees] Copeland, Gonzalez, Sorrell, Collins and Jackson

Nays: None

Abstentions: None

Motion Passed: 5:0

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

**Unfinished Business**

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

A motion was made by Trustee Sorrell and seconded by Trustee Gonzalez to table this matter until later and to advertise several places of the open positions. F/T Circulation Service Supervisor, F/T Maintenance Manager, 2 Janitorial Cleaners (P/T) and the 2 Circulation Clerks (P/T) There was discussion to look at Amazon foggers available for the library for sanitation purposes and for the Library Administrator to forward information to all on the board for input.

Ayes: [Trustees] Copeland, Gonzalez, Sorrell, Collins and Jackson

Nays: None

Abstentions: None

Motion Passed: 5:0

1. **Audit Update [Lisa Mwesigwa]**

Ms. Mwesigwa stated that there should be a draft version of the Audit by the first week of February 2022.

***Trustee Wallace-Culp joined the meeting at 7:30pm***

**New Business**

1. **Circulation Position(s) (Action Item)** [this was tabled with the other open positions and the Board decided to have a committee of Trustees - Trustees Copeland, Gonzalez and Collins to interview the choices for the open positions as a second round of interviews. The Board asked that the Library Administrator to send all the Board the listing of interview questions that she uses]
2. **Erate [Lisa Mwesigwa] -** Ms. Mwesigwa explained the process

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

1. **Personnel #1 [cleaning] - (Action Item)** [tabled]
2. **Personnel #2 [circulation] - (Action Item)** [tabled]

**President’s Message**

President Jackson stated that to please share with everyone if you have valuable information**.**

**Adjournment**

A motion was made by Trustee Wallace-Culp and seconded by Trustee Gonzalez to adjourn the 1/24/22 Regular Board Meeting.

Ayes: [Trustees] Copeland, Gonzalez, Sorrell, Collins, Wallace-Culp and Jackson

Nays: None

Abstentions: None

Motion Passed: 6:0

President Jackson adjourned the meeting at ***8:18pm***