**BOARD OF LIBRARY TRUSTEES**

**Regular Meeting**

**Monday, February 28, 2022/ 7:00 pm (CST)**

**Library**

**Via Zoom**

**Minutes**

**Call to Order**

President Jackson called the Regular Board of Trustees Meeting dated for 2/28/22 to order at ***7:02pm***.

**Roll Call**

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

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

Absent: [Trustees] Wallace-Culp and Sorrell

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

None

**Annual Financial Report – FY 21 (Action Item)**

1. **Sara McKenna from Wipfli LLP**

Due to the non-attendance of Ms. McKenna at this time in the timeline of the agenda, the board decided to move Ms. McKenna's presentation after completing some of the other items on the agenda.

A motion was made by Trustee Gonzalez and seconded by Trustee Fields to move Ms. McKenna's time slot for her presentation after completing some of the other items on the agenda, since she was not yet present at the meeting.

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

Nays: None

Motion Passed: 5:0

**Approval of Meeting Minutes**

**Approval of Regular Board Meeting Minutes dated January 24, 2022**

**(ActionItem)** A motion was made by Trustee Copeland and seconded by Trustee Collins to approve the regular board meeting minutes dated 1/24/22.

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

Nays: None

Motion Passed: 5:0

**Communications, Petitions, Resolutions, Ordinances**

***Trustee Sorrell arrived at the meeting at 7:07pm***

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

**Unfinished Business**

1. **Cleaning Supplies (Fogger/Cleaning Solution) (Action Item)**

A motion was made by Trustee Sorrell and seconded by Trustee Copeland to approve the purchase of a corded fogger with a warranty and two cases (8 gallons) of the liquid cleaning solution to be used with the fogger.

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

Nays: None

Motion Passed: 6:0

**New Business**

1. **Covid Protocols (Action Item)**

It was unanimously decided by the Board that the library would keep with the same Covid Protocols as observed before where all patrons/staff would continue to mask and get their temperatures taken upon entry. The library would also continue to keep the regulated number of patrons in the library and patrons would take care of their needed services and then leave so that others can take care of their needs. Meeting rooms would also remain closed to the patrons for rental at this time.

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

**President’s Message**

President Jackson stated to be sure to check in on others and to give a helping hand.

Everyone keep masked and safe.

It was decided by the board that since Ms. McKenna did not make the meeting, President Jackson asked that all board trustees to read the audit report and note any questions and then to send those to the Library Administrator that will relay this information to the Board President. It was also asked that the Library Administrator contact both the Audit Partner- Mr. Brad Werner and the Senior Auditor, Ms. McKenna to see how this can be resolved; if there would be a possible presentation at the next meeting.

**Adjournment**

A motion was made by Trustee Sorrell and seconded by Trustee Copeland to adjourn the 2/28/22 Regular Board Meeting.

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

Nays: None

Motion Passed: 6:0

President Jackson adjourned the meeting at ***8:31pm***