**Dolton Public Library District**

**Board of Library Trustees**

**Special Board Meeting**

**Wednesday, March 5, 2025, at 7:00 pm**

**Minutes**

1. **Call to Order**

President Copeland called the Board of Library Trustees on March 5, 2025, Special Board Meeting to order at 7:06 p.m.

1. **Roll Call**

Present: [Trustees] Copeland, Sorrell, Fields, Stewart, Gonzalez, Evans, and Williams.

Also present Attorney Joe Miller III, Library Director, Keshia Garnett.

1. **Introduction of Visitors and Public Comments [visitors should keep their comments to two (2 minutes)**

Ed Steave and James Range.

Mr . Steave, the owner of Stayfocusedmedia, commented about renewing his contract with the library for photography and videography services.

 **Approval of Meeting Minutes**

1. **Approval of Re-scheduled Board Meeting Minutes dated February 6, 2025. (Action Item)**

Trustee Stewart moved to approve the meeting minutes for the Rescheduled February 6, 2025 board meeting, which was seconded by Trustee Fields.

Ayes: [Trustees] Sorrell, Copeland, Fields, Stewart, Gonzalez, and Williams.

Nays: [Trustee] Evans

Motion Passed; 6:1

1. **Communications, Petitions, Resolutions, and Ordinances**

None

1. **Approval of Bills and Payroll**
2. **Approval for Bills and Payroll for January 2025 (Action Item)**

 A motion to approve the Bills and Payroll for January 2025 was made by Trustee

 Stewart. The motion was seconded by Trustee Gonzalez.

 Ayes: [Trustees] Sorrell, Copeland, Gonzalez, Stewart, Fields.

 Nays: [Trustees] Evans and Williams

 Motion Passed: 5:2

1. **Librarian’s Report**

Director Garnett reported on the following:

* 1. Library card distribution is up by 116%.
	2. TBS: New printing equipment and software have been installed.
	3. Updates were made to our website via Dan Zerembski at Weblinx.
	4. Community Outreach: She met with Christopher Williams from Millennium Solar.
	5. We welcomed Ms. Patricia Driver back from medical leave.
1. **New Business**
	1. **Letter of Support – Millennium Solar**

Trustee Gonzalez moved to approve a Letter of Support for Millennium Solar, which Trustee Stewart seconded.

Ayes: [Trustees] Stewart, Copeland, Sorrell, Evans, Fields, Gonzalez, and Williams.

Nays: 0

Motion Passed: 7:0

* 1. **International Conference Travel (October 2025)**

Trustee Stewart moved to approve the International Conference Travel for October 2025, and Trustee Williams seconded the motion.

Ayes: [Trustees] 0

Nays: [Trustees] Copeland, Sorrell, Stewart, Evans, Fields, Williams, and Gonzalez.

Motion Denied: 7:0

* 1. **ATLAS Trustee Day**

Discussion for ATLAS Trustee Day, which will be held on May 17, 2025, was tabled until the next meeting. More information about ATLAS and membership will have to be provided.

* 1. **ATLAS Director Retreat**

Trustee Stewart motioned to approve the Atlas Director Retreat for March 14 & 15. The motion was seconded by Trustee Williams.

Ayes: [Trustees] Stewart, Copeland, Sorrell, Evans, Gonzalez, Williams, and Fields.

Nays: 0

Motion Passed: 7:0

* 1. **Policy Committee**
		1. **Circulation Policy**

 The Policy Committee: [Trustees] Stewart and Gonzalez will organize a meeting

 The Director and a staff member will discuss and create the Circulation Policies.

* 1. **Fundraising List and Letters**

Trustee Stewart made A motion to approve Dolton Public Library Fundraising List and Letters. The motion was seconded by Trustee Williams.

Ayes: [Trustees] Gonzalez, Williams, Evans, Fields.

Nays: [Trustees] Copeland, Sorrell, and Stewart.

Motion Passed: 4:3

* 1. **Library Furniture**

Trustee Stewart moved to approve the purchase of a Table for the Adult/Reference area to support the new printing equipment, six (6) Card Tables, and sets of Chairs (not to exceed $2,500) for library program events. Trustee Fields seconded the motion.

Ayes: [Trustees] Copeland, Gonzalez, Stewart, Sorrell, Williams, Fields, and Evans.

Nays: 0

Motion Passed: 7:0

1. **Old Business**
	1. Coeo Contract

Director Garnett informed the board that the contract with Coeo has been executed.

* 1. Lauterbach & Amen

Director Garnett informed the board that the contract with Lauterbach & Amen has been executed.

President Copeland motioned the meeting to go into a closed session.

A motion was made by Trustee Stewart to go into closed session and was seconded by Trustee Sorrell.

Ayes: [Trustees] Copeland, Sorrell, Williams, Evans, Fields, Stewart, and Gonzalez.

Nays: 0

Motion Passed: 7:0

The March 5, 2025, meeting was suspended at 8:39 p.m.

1. **Executive Session – 5ILCS 120/2 (c) (1-21)**
	1. **The appointment, employment, compensation, discipline, performance, or dismissal of specific employees or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity, pursuant to 5 ILCS 120/02(c)(1), as amended by P.A. 93-0057**

President Copeland reconvened the March 5, 2025, meeting at 9:56 p.m.

1. **Possible Action after Executive Session**

No Action Taken.

1. **President’s Message**

No Message.

1. **Adjournment**

President Copeland called for a motion to adjourn the March 5, 2025, Special Board Meeting of the Dolton Library Trustees.

Trustee Stewart made a motion to adjourn, and Trustee Sorrell seconded the motion.

The meeting adjourned at 10:12 p.m.