

**The River Grove Public Library District  
General Board Meeting Minutes  
NOVEMBER 11, 2020**

**CALL TO ORDER:**

President Prokop called the meeting to order at 7:04 p.m.

Roll:

Mr. Batson	Present
Mr. McManus	Present
Mr. Hammon	Absent
Ms. Angelico	Absent
Ms. Dombrowski	Absent
Mr. Ryan	Absent
Mr. Prokop	Present
Record Shows:	3 Present, 4 Absent
Also Present:	Jorge Perez, Director Yuli Melnyk, Head of Circulation Toula Anastos, Administrative Assistant

**GUEST:**

Chris Smith and Mark London with Verity  
Mark Rhodes and Brendon Delany with Current Technologies

Being that we were waiting for more board members to attend, we began our meeting with our first guests Mr. Chris Smith and Mr. Mark London with Verity.

Mr. Smith began with an introduction of their company, Verity. He explained how they would manage all of our computers with a variety of services which would include e-mail security, an anti-virus service and a back-up/ recovery service to name a few.

Ms. Angelico and Ms. Dombrowski joined the meeting at 7:09 pm.

Verity’s Essential Plan, which they recommend, with unlimited support, would cost \$1,496.00 a month.

Mr. Chris Smith and Mr. Mark London left the meeting at 7:28 pm.

Mr. Brendon Delany, with Current Technologies, gave an introduction of their company and Mr. Mark Rhodes spoke on the services they would provide.

Current Technologies basically has a non-refundable prepaid labor block hour package with a retainer of \$6,000.00 for 50 hours. The blocks can be cut to 25 hrs.

Mr. Brendon Delany and Mr. Mark Rhodes left at 7:45 pm.

**APPROVAL OF MINUTES:**

A. Ms. Angelico motioned to approve the General Board Meeting Minutes for October 14, 2020 as presented.

Mr. McManus second.

Record Shows: All Ayes

Motion Carries

B. Ms. Angelico Motioned to approve the Executive Session Minutes for October 14, 2020 as presented.

Mr. McManus second.

Record Shows: All Ayes

Motion Carries.

C. The Special Meeting Minutes for October 28, 2020 were tabled.

**CORRESPONDENCE:**

1. No Correspondence.

**TREASURER’S REPORT:**

A. Ms. Angelico motioned to approve the October 2020 Treasurer’s Report as presented.

Mr. McManus second.

Roll:

Mr. Batson Aye

Mr. McManus Aye

Mr. Hammon Absent

Ms. Angelico Aye

Ms. Dombrowski Aye

Mr. Ryan Absent

Mr. Prokop Aye

Record Shows: 5 Ayes, 2 Absent

Motion Carries.

**BILLS FOR APPROVAL:**

Ms. Angelico motioned to approve the September 2020 Bills for Approval as presented.

Mr. McManus second.

Roll:

Mr. Batson Aye

Mr. McManus Aye

Mr. Hammon Absent

Ms. Angelico Aye

Ms. Dombrowski Aye

Mr. Ryan Absent

Mr. Prokop Aye

Record Shows: 5 Ayes, 2 Absent

Motion Carries.

The board decided to go back and approve the Special Meeting Minutes for October 28, 2020. Mr. McManus motioned to approve the Special Meeting Minutes for October 28, 2020 as presented.

Mr. Prokop second.

Roll:

Mr. Batson	Abstain
Mr. McManus	Aye
Mr. Hammon	Absent
Ms. Angelico	Abstain
Ms. Dombrowski	Abstain
Mr. Ryan	Absent
Mr. Prokop	Aye
Record Shows:	2 Ayes, 2 Absent, 3 Abstentions
Motion Carries.	

### **LIBRARY STATUS REPORT**

Mr. Perez Reported:

- A. The Covid Relief Grant has been sent out and we are waiting for a response.
- B. Per our last meeting the website is currently being worked on to post our board information.
- C. The ceiling tiles have been replaced since our last leak.
- D. We continue to run with a full schedule and limited capacity during this Covid-19 period. We are paying attention to this and at the next RAILS members update the Illinois State Library will be joining us to advise us if there is another shut down. We are currently in Phase 3.
- E. The Trunk or Treat Program was very successful. We had over 200 children attend.
- F. Everyone should have received the chapters, a checklist, and the draft on what we are working on for the Per Capita Grant.
- G. Mr. Perez reminded everyone that we got lucky by having our Special Meeting at 7:30 on November 23<sup>rd</sup>. We need to keep programs in mind when planning our next special meetings.

Ms. Angelico motioned to approve the Library Status Report as presented.

Ms. Dombrowski second.

Roll:

Mr. Batson	Aye
Mr. McManus	Aye
Mr. Hammon	Absent
Ms. Angelico	Aye
Ms. Dombrowski	Aye
Mr. Ryan	Absent
Mr. Prokop	Aye

Record Shows: 5 Ayes, 2 Absent  
Motion Carries.

**COMMITTEE REPORTS:**

**A. Building and Grounds**

A. Mr. Prokop purchased a dishwasher, for the Center Street home, at Custom Appliances in the amount of \$319.00.

B. We will hold a Special Meeting on Monday, November 23<sup>rd</sup>, at 7:30 pm to review and accept any bids for the sale of the property located at 8631 W. Grand Ave.

C. Ms. Tucker and her 2 children did an exceptional job at representing the library at the Trunk or Treat Program. Mr. Prokop suggested that we give Ms. Tucker’s children each a \$25.00 gift card. Mr. McManus reminded us that we still owe Ms. Tucker’s Daughter a gift card for her participation in the 4<sup>th</sup> of July Program.

Mr. McManus motioned to get 2 gift cards for Ms. Tucker’s Children.

Ms. Angelico second.

Roll:

- Mr. Batson Aye
- Mr. McManus Aye
- Mr. Hammon Absent
- Ms. Angelico Aye
- Ms. Dombrowski Aye
- Mr. Ryan Absent
- Mr. Prokop Aye
- Record Shows: 5 Ayes, 2 Absent

Motion Carries.

D. The outside door’s lock located in the tech room/ staff room is not working as well as the front door’s lock is still not working well.

E. Mr. Perez had one quote to present to the board. We are still waiting for a few more quotes.

**B. Finance**

With the Covid-19 closures, we will see how much of our tax revenue will be coming in this year.

**C. Legislative**

No Report.

**D. Public Relations**

No Report.

**E. Strategic Planning**

No Report.

**OLD BUSINESS:**

**A. Refurbishing**

Mr. Prokop, Mr. Perez, and Ms. Melnyk went to Mother Guerin High School to see what the library can use. They were interested in taking the school's shelving and tables. Mr. Prokop would like to get started on getting bids for painting and new carpeting for the library (excluding the children's area), and present those bids hopefully at the next meeting. It was the consensus of the board to get those bids. We will have to hire movers to bring the shelving to the library and pods to store them while the library gets remodeled. It is suggested that we fix the pipe sewer on the west side of the building. It is also suggested to get a floor plan from a student at Triton.

Mr. Ryan joined the meeting at 8:45 pm.

### **E. IT Management**

There was discussion on the 2 companies that we heard earlier. Rhiannon also spoke with a company called Pulse came in and are willing to give us a quote. More discussion occurred and no final decision was made. This is tabled for next month.

### **NEW BUSINESS:**

#### **A. Year End Review**

Ms. Angelico motioned to give a year end review bonus to staff employees and maintenance employees as we did last year.

Ms. Dombrowski second.

Roll:

Mr. Batson	Aye
Mr. McManus	Aye
Mr. Hammon	Absent
Ms. Angelico	Aye
Ms. Dombrowski	Aye
Mr. Ryan	Nay
Mr. Prokop	Aye
Record Shows:	5 Ayes, 1 Nay, 1 Absent

Motion Carries.

#### **B. Meeting Dates**

The meetings will be held on the 2nd Wednesday of every month at 7:00 p.m., unless otherwise indicated. The River Grove Public Library District, Board of Trustees will meet here at the library on the following dates at 7:00 p.m. for the year 2021:

January 13

February 10

March 10

April 14

May 12

June 9

July 14

August 11

September 8

October 13

November 10

December 8

Mr. Ryan motioned to approve the meeting dates as presented.

Ms. Angelico second.

**C. Elections 2021**

The Board reviewed who was up for re-election in 2021.

**D. Per Capita Grant**

Mr. Perez requests that the board review the information emailed to them so we can approve next month.

**PUBLIC COMMENTS**

No Public Comments

**EXECUTIVE SESSION:**

No Executive Session.

**ADJOURNMENT:**

Mr. Ryan motioned to adjourn out of regular session at 9:34 pm.

Ms. Angelico second.

Record Shows: All Ayes

Motion Carries

Respectfully submitted,  
Geri Dombrowski,  
Board Secretary

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