

Matteson Area Public Library District
Board of Trustees
May 11, 2021
7:00 pm
Building Walk-Through
6:30 pm

The regular Board meeting will commence at the conclusion of the Building Walk-Through.

I. Call to Order

- President Howard Hunigan called the meeting to order at 7:00 pm.

II. Roll Call

- Trustees Howard Hunigan, Beverly Coleman, Andrea Williams, Harold Gillis, Temitope Babayode, and Jonathan Currin. Also present were Director Kathy Berggren, Business Manager Jeanne Mueller, and Administrative Assistant Laretta Benford. Trustee Milfred Moore arrived at 7:15. Lisa Korajczyk Assistant Director was absent.

III. Pledge of Allegiance

IV. Opportunity for Public Comment

- No public present.

V. Consent Agenda

- Trustee Gillis made a motion to approve the consent agenda. Seconded by Trustee Babayode. Roll call vote.

❖ Harold Gillis-yes	❖ Beverly Coleman-yes
❖ Jonathan Currin-yes	❖ Temitope Babayode - yes
❖ Andrea Williams - yes	❖ Howard Hunigan – yes

Motion carried.

VI. Swearing in of Newly Elected Trustees

- Trustees Harold Gillis and Howard Hunigan were sworn in, both for a six-year term.

VII. Consideration of Financial Reports and Related Financial Concerns

- Trustee Coleman made a motion to approve April disbursements of \$51,172.24 for operating invoices, and \$179,570.02 for payroll related expenses, for a total disbursement of \$230,742.26. Seconded by Trustee Currin. Roll call vote.
- Business Manager Jeanne Mueller gave a financial report on the lighting project and answered questions regarding checks written to vendors.

❖ Temitope Babayode - yes	❖ Harold Gillis-yes
❖ Howard Hunigan – yes	❖ Beverly Coleman-yes
❖ Jonathan Currin-yes	❖ Andrea Williams-yes

Motion carried.

- Balance in restricted account \$2,325,922.90; unrestricted \$1,871,059.15 for a total of \$4,196,982.05.

VIII. Directors Report

- Director Berggren reported that she was waiting for the final figures for the lighting project.
- Director Berggren also updated the Board on the Building, Grounds & Equipment upcoming projects; she would like to see completed by July.

Trustee Babayode commented that he would like to see the west lot added to the upcoming projects.

IX. President's Report

- Trustee Moore spoke on behalf of his 18 years on the Board. He thanked the Board and staff for allowing him to serve as President and Treasurer.

Trustee Hunigan presented Trustee Moore with a plaque from the Board.

- Trustee Gillis reported that 4 people had expressed interest in the open Board position. He set a meeting date to discuss with the Board and the candidates for May 22, 2021 at 10:30 am. Fifteen minutes per candidate. The Board will meet a half hour earlier. The chosen candidate will be sworn in at the June meeting.
- Trustee Day is May 22, 2021.
- Trustee Hunigan is working on the Trustee calendar.
- He also indicated that the Board would have a digital recorder in June.

IX. Correspondence

- Howard Hunigan commented that the only correspondence was from Director Berggren on her retirement. More information will be forthcoming.

X. Open Items

- Motion from the Finance Committee to introduce and table until the June Board meeting the Working Budget for FY21-22. Roll call vote.

❖ Temitope Babayode - yes	❖ Harold Gillis-yes
❖ Howard Hunigan – yes	❖ Beverly Coleman-yes
❖ Jonathan Currin-yes	❖ Andrea Williams-yes
❖ Milfred Moore – yes	

Motion carried.

- Trustee Moore made a motion to accept the Administrative Succession Plan. A minor change on the cover sheet of the document was made. Seconded by Trustee Babayode.

It was determined that the Administrative Succession Plan go back to Personnel Committee for a discussion.

The motion to accept the Administrative Succession Plan was withdrawn.

XI. New Business

- Election of Officers

Trustee Gillis nominated Trustee Hunigan for the Office of President. Seconded by Trustee Williams. Ayes 6. Nays 0. Abstentions 0.

Trustee Coleman nominated Trustee Gillis for the Office of Vice President. Seconded by Trustee Williams. Ayes 6. Nays 0. Abstentions 0.

Trustee Babayode nominated Trustee Williams for the Office of Secretary. Seconded by Trustee Coleman. Ayes 6. Nays 0. Abstentions 0.

Trustee Gillis nominated Trustee Coleman for the Office of Treasurer. Seconded by Trustee Babayode. Ayes 6. Nays 0. Abstentions 0.

- Correspondence

- a. Trustee Williams read a thank you from Rich Township for the library’s donation of two car loads of food.
- b. A letter from Klein, Thorpe & Jenkins regarding the PTAB for Sears Auto; they advised we not intervene.

XIII. Comments by Library Officials, Trustee Committee Oral Reports, and setting any future meeting dates

- c. Trustee Babayode will schedule a meeting to inspect the WI-FI project in May prior to the start of the Board meeting. Also the lighting project updates will be addressed at that meeting.

- d. Trustee Moore scheduled a Finance Committee meeting for May 6 at 5:30 pm to discuss the update of the budget.
- e. Trustee Williams will schedule a Personnel and Policy meeting at a later date.

XIV. Trustee Coleman made a motion to go into closed session under section 2 (c)(1) of the Open Meetings act for “The appointment, employment, compensation, discipline, performance, or dismissal of specific employees” as mandated by Section 2.06 of the Open Meetings Act. Seconded by Trustee Gillis. Roll call vote.

❖ Temitope Babayode - yes	❖ Harold Gillis-yes
❖ Howard Hunigan – yes	❖ Beverly Coleman-yes
❖ Jonathan Currin-yes	❖ Andrea Williams-yes
❖ Milfred Moore – yes	

Motion carried.

The Board went into closed session at 8:17 pm.

The Board reconvened at 10:00 pm.

Trustee Moore made a motion to adjourn the meeting. Seconded by Trustee Babayode. Ayes 7. Nays 0. Motion carried.

The Board meeting adjourned at 10:06 pm.

Approved by Trustee Andrea Williams, Secretary

Lauretta Benford, Adm. Ass't