

**Matteson Area Public Library District
Board of Trustees
June 15, 2021
7:00 pm**

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, Assistant Director Lisa Korajczyk, Business Manager Jeanne Mueller, and Administrative Assistant Laurretta Benford.

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. Trustee Coleman asked to have item C removed from the Consent Agenda. Roll call vote.

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

Motion carried.

VI. Items Removed from the Consent Agenda

Item C change the language on the May 6, 2021 Finance Committee meeting minutes. Computer hardware would lower to \$60,000, should be raised to \$60,000. 8315 lowered to \$15,000 and 8320 lowered to \$40,000 should read Account number 8315 lowered to \$15,000 and 8320 lowered to \$40,000.

VII. New Trustee Appointment and Approval

- Trustee Gillis made a motion to approve the nomination of Donna Brumfield as Library Board Trustee to serve a two-year term while filling the vacancy left on the Board. Seconded by Trustee Babayode. Roll call vote.
- New Trustee Donna Brumfield commented that she is honored to be a part of the Board of Trustees of the Matteson Area Public Library.

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

Motion carried.

- Trustee Williams gave the Oath of Office to Donna Brumfield.

VIII. Consideration of Financial Reports and related Financial Concerns

- Trustee Coleman made a motion to approve May disbursements of \$194,586.45 from the Special Reserve Fund for the Lighting Project; \$47,725.11 for operating invoices, and \$150,827.12 for payroll related expenses, for a total disbursement of \$393,138.68. Seconded by Trustee Currin. Roll call vote.
- Business Manager Jeanne Mueller gave her overview of the Financials.

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

Motion carried.

IX. Director’s Report

- As stated on the report of May 21, these are some of the projects that have been worked on; sprinkler pipes repaired, awning has been ordered and will be available in about 8 weeks.
- It was agreed upon by the Board that requests from the staff for vacations should be handled by the Director.
- The library will be reopening on June 19th. The new hours will be Monday – Thursday from 9:00 – 7:00 pm. Friday and Saturday 9:00 – 5:00 pm. No temperatures will be taken. Curbside will continue. Study rooms will be open up to use. Downstairs meeting rooms will not open until the fall. Children 12 and under will have to wear a mask as mandated by the CDC.

X. President’s Report

- List of standing committees have been distributed to all Board members. Any Board member is welcome to come to any committee meeting.
- A series of Saturday meetings need to be scheduled; search for a new Director. June 26th at 9:00 am. will be the first meeting.

XI. Open Items

- Trustee Coleman made a motion to remove from the table and approve all Working Budgets for FY21-22. Seconded by Trustee Williams. Roll call vote.

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

Motion carried.

XII. Open Items

- Trustee Babayode made a motion to approve Resolution 0615121.02 authorizing the library’s attorney to intervene in proceedings before the State of Illinois Property Tax Appeal Board. Seconded by Trustee Coleman. Roll call vote.

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

Motion carried.

- Trustee Babayode made a motion to approve Resolution 061521-03 authorizing public library non-resident library cards. Seconded by Trustee Currin. Roll call vote.

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

Motion carried.

- Trustee Coleman made a motion to introduce and table the Budget and Appropriations for 30 days Ordinance 4-1964-2022-0005. Seconded by Trustee Babayode. Roll call vote.

❖ Howard Hunigan – yes	❖ Beverly Coleman-yes
❖ Jonathan Currin-yes	❖ Temitope Babayode - yes
❖ Donna Brumfield – yes	❖ Harold Gillis-yes

❖ Andrea Williams – yes	
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Motion carried.

XIII. Correspondence

- Trustee Williams read the retirement declaration for Kathy Berggren.
- Social media comments were reported.
- A letter from Donna Miller wishing Trustee Hunigan the best.
- An email from a patron to Director Berggren commenting on how she enjoyed the Zoom events.

XIV. Trustee Williams 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 Coleman. Roll call vote.

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

Motion carried.

The Board went into closed session at 7:48 pm.

The Board reconvened at 9:15 pm.

No action to be taken in regards to closed session.

The Board meeting adjourned at 9:18 pm.

Approved by Trustee Andrea Williams, Secretary

Lauretta Benford, Adm. Ass't