



St. Charles Public Library
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**MINUTES
 REGULAR MONTHLY MEETING
 BOARD OF TRUSTEES
 ST. CHARLES PUBLIC LIBRARY DISTRICT
 MARCH 9, 2022**

The Regular Monthly Meeting of the Board of Trustees of the St. Charles Public Library District was held on Wednesday, March 9, 2022 at 7:00 pm at the Library. Present: President Robert T. Gephart, Vice President/Secretary Karen L. Kaluzsa, Treasurer Cynthia N. Steimle, Trustees Michael J. Hill, Shane Hampton, Claudia Frost, and Mary Kruse, Director Edith G. Craig and Administrative Assistant Virginia Tsipas.

Library staff present: Sarah Burns, Amanda Kaiser, Jasmina Lapo, Jill Larson, Mary Merritt, Pam Salomone, and Kelly Stulgate. Citizens: Becky Blaine, Alyse, Ivy and Leo Daccardo, M.J. Gordon, Lisa Macaione and thee community members.

I. CALL TO ORDER

Trustee Gephart, called the meeting to order at 7:00 pm.

II. WELCOME OF GUESTS

Trustee Gephart welcomed staff and guests and read the Mission Statement.

III. APPROVE CONSENT AGENDA

Minutes of Regular Monthly Meeting, February 9, 2022

Minutes of Audit Committee Meeting, February 24, 2022

IIIT Investment Report: February

Lauterbach & Amen, Monthly Financial Report: February

Check Register, Payroll: February

Motion by Trustee Kaluzsa, second by Trustee Frost, to approve the Consent Agenda. Carried unanimously.

IV. APPROVE THE FORM AND CONTENT OF MINUTES

CLOSED SESSION OF AUDIT COMMITTEE MEETING, FEBRUARY 24, 2022

Motion by Trustee Kaluzsa, second by Trustee Frost, to approve the form and content of the Minutes, Closed Session of Audit Committee Meeting, February 24, 2022. Carried unanimously.

V. INVOICES FOR BOARD APPROVAL TO PAY

There was a clog in the staff lounge restroom that the plumbers could not rod out beyond 100 feet. The staff lounge is located under the Carnegie Quiet Room and the drainage pipe goes out to

Route 25 with no access in between. The plumbers built an access point outside the Carnegie building and the work has been completed. A tree was removed during this repair and landscaping will replace it. Trustee Hill asked if this was the same area where there was an issue with Nicor. Ms. Craig said no, it was around the Carnegie building walking path where a few traffic accidents have happened.

Motion by Trustee Kaluzsa, second by Trustee Frost, to reaffirm the quote for \$7,500.00 to JL Wagner Plumbing and Piping, Inc. **AYES:** Gephart, Kaluzsa, Steimle, Hill, Hampton, Frost, Kruse. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** None.

VI. TRUSTEE RECOGNITION

Trustee Gephart said the Leukemia and Lymphoma Society named Trustee Kruse as Woman of the Year. Trustee Kruse's mother-in-law passed away in 2015 of cancer and Trustee Kruse was nominated by a friend on the Society Board. Trustee Kruse has started a new ten-week fundraiser with an event to be held on May 14 of a performance by a blue grass band. Trustee Kruse is campaigning in honor of her mother-in-law.

Trustee Steimle asked Trustee Kruse if she has worked with Stacy Wahlberg of Cal's Angels. They recently raised over \$1.4 million for pediatric cancer. Trustee Kruse will reach out to Stacy Wahlberg.

VII. DIRECTOR'S REPORT, FEBRUARY 2022

Ms. Craig stated some of the management team will be going to PLA in Portland, Oregon this month. Ms. Craig will present with Sheehan Nagle Hartray about the Library's building project. The Illinois Library Association publishes an annual "building" issue that features newly expanded or renovated library buildings completed within the year. Any library can submit its project. The ILA March 2022 issue features the St. Charles Public Library as its cover story. This is a very prestigious honor.

The Friends of St. Charles Public Library has chosen a sculpture to donate for the terrace garden. The artist is from St. Charles. Judi Asselborn, Friends President, will make an announcement with Friends' members and then Ms. Craig will share more information with the Board.

Youth Services created Story Time in a Bag for patrons to bring the Library into their homes. These bags have been very popular. The circulated bag contains a book, song sheets, and resources for parents or caregivers to engage with children.

Seed Starter Kits were created for teens as a Grab n' Go Kit, and then offered to adults. The kits contain seeds, instructions and grow containers. After seeds are harvested, patrons can bring their seeds back to the Library in the fall for a seed swap. Sixty kits were created and all had been reserved in a few days. Different starter kits are created each month for teens.

Motion by Trustee Hampton, second by Trustee Kaluzsa, to accept the Director's Report. Carried unanimously.

VIII. COMMITTEE REPORTS**Intergovernmental Group (Hill)**

The February report is in the Board packet. The School District hosted the February Intergovernmental Group meeting. Trustee Hill and Ms. Craig participated in a zoom meeting with the firm hired by the School District to assist with its strategic plan and for the selection of a new superintendent. Brian Harris directed the meeting. He was a principal at Haines Middle School and past Superintendent of the Barrington School District. The March Intergovernmental Group meeting will be hosted by the Township.

Foundation (Frost)

The Foundation is planning its October 1, 2023 fundraiser, Books and Brunch with Author Scott Turow.

Motion by Trustee Kaluzsa, second by Trustee Frost, to accept the Committee Reports. Carried unanimously.

IX. COMMUNICATIONS AND CITIZEN'S COMMENTS – ON AGENDA ITEMS

No comments.

X. TRUSTEE COMMENTS

Trustee Frost said she has enjoyed some of the recent programs offered by the Library. One was the Architectural Tour of the World. She sent some friends the recorded link. Youth Services held a virtual Not a Book Club Book Club to discuss *Thirty Million Words: Building a Child's Brain* by Dana Suskind. Dr. Suskind is a cochlear implant surgeon in Chicago. Those in attendance were mothers of young children and some grandmothers. The book was very informative discussing engaging children from birth to ages three-to-four as their brains are developing very rapidly. Trustee Frost has two one-year-old grandchildren and has tried some things from the book that are remarkable.

XI. UNFINISHED BUSINESS

None.

XII. NEW BUSINESS**57. REPORT OF AUDIT COMMITTEE MEETING****a. Report of Audit of Secretary's Minutes as of July 1, 2021 to December 31, 2021.**

Trustee Kaluzsa reported the Committee reviewed the Secretary's Minutes and recordings for the period July 1, 2021 through December 31, 2021, and found the Secretary's Minutes and recordings to be in good order without errors or discrepancies. The Committee reviewed the Minutes on the website and found them to be linked properly and in good order.

b. Recommendation to vote to open or keep closed all Minutes from Closed Sessions.

Motion by Trustee Kaluzsa, second by Trustee Hill, to recommend the Minutes of Closed Sessions of January 12, 1983 through November 11, 2020, previously reviewed and voted to remain closed to the public in 2018, 2019, 2020 and 2021, shall continue to remain closed to the public. A further recommendation is the Minutes of Closed Sessions of November 10, 2021, Amended Minutes November 10, 2021, and December 8, 2021 shall remain closed to the public, and that Minutes of Closed Session of August 31, 2021 shall be open to the public. **AYES:**

Gephart, Kaluzsa, Steimle, Hill, Hampton, Frost, Kruse. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** None.

c. Recommendation to Vote regarding the Destruction of Closed Session Recordings according to 5 ILCS 120/2.06

There were no recordings to destroy according to 5ILCS 120/2.06.

58. RESOLUTION 2021/2022-2: AUTHORIZING NON-RESIDENT CARDS (REVIEWED ANNUALLY)

Motion by Trustee Kaluzsa, second by Trustee Frost, to accept **Resolution 2021/2022 – 2: Authorizing Non-Resident Cards**, as presented. **AYES:** Gephart, Kaluzsa, Steimle, Hill, Hampton, Frost, Kruse. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** None.

59. FY 2022/2023 LEGAL CALENDAR

The legal calendar will be presented at the April 13, 2022 Board meeting.

60. DEPARTMENTAL PRESENTATION – BOOK CLUB SERVICE/ILL

Amanda Kaiser, Technical Services Manager and Sarah Burns and Jill Larson, Technical Services Specialists presented information about Interlibrary Loan and Book Club Services of the Technical Services Department to the Board.

Interlibrary Loan is resource sharing outside of the Library and the SWAN consortium to be able to provide specialized materials for our patrons from across the country. OCLC consists of approximately 10,000 libraries sharing their collections. OCLC is a vast bibliographic utility that the Library also uses for cataloged records.

Trustee Gephart asked what types of interesting requests have been received. Ms. Larson said vinyl LPs and recently a dissertation. Some requests are for special formats.

Trustee Hill asked about OCLC. Ms. Kaiser said OCLC (Online Computer Learning Center) is located in Dublin, Ohio and it shares bibliographic records so libraries do not need to reinvent the wheel. The cost is built into our SWAN fees.

The Book Club Service launched in 2018, as part of ILL. Our Library receives multiple copies of books in different formats for our 34 community book clubs. We receive approximate 330 books per month and have requested 2,296 books so far this fiscal year. The Book Club Service offers suggestions for titles, has book sets available on demand, and provides supplemental discussion materials and author biographies to facilitate book club meetings.

In the future, providing and borrowing materials will move more to digital formats, making it easier and quicker to share. International article exchange will grow with the pool of sources. We will have a licensing agreement for multiple copies of eBooks available to book clubs. Now some people do not use electronic formats, but we hope that will change.

Trustee Gephart asked how the Board could assist ILL and the Book Club Service. Ms. Kaiser said with funds for digital formats in the future. Trustee Hill said he enjoys seeing what book club groups are reading.

61. COMMUNICATIONS AND CITIZENS' COMMENTS – ON NON-AGENDA ITEMS

a. Patron Expulsion Appeal

M.J. Gordon, a banned patron, spoke about the information on the Library's website referring to the statement regarding safety and health concerns of patrons and staff. He felt the Library initiated the reaction of threats by calling the police on a mother who chose not to wear a mask and her two children who were wearing face shields for medical reasons and were not allowed to stay at the Library. Mr. Gordon feels maturity is lacking in the St. Charles staff. He accepts his banning but would like the Library to correct the alleged misinformation provided on the website.

Becky Blaine, a St. Charles resident for forty years, feels the Library is one of the most important places in town. The community has faced very challenging times over the past two years with COVID. The Library pivoted to make services continue and she appreciates the Library for following CDC guidelines to make the safety of the community a priority. She thanked all Library staff and the Board Trustees for being professional, welcoming, knowledgeable and very helpful.

Alyse Daccardo, a banned patron, and her two minor children spoke to the Board about their visit to the Library when Alyse, her husband and two children were asked to leave due to their refusal to wear masks. She asked the Board to reconsider her ban. Ms. Daccardo's two minor children stated the way the Library treated their mother was not right.

Trustee Gephart said he understands the difficulty and controversy of the situation and the topic. He said the whole incident and what followed had the Library closed for two weeks and the community could not use their library. The Library has spent thousands of dollars to hire an outside security firm while not knowing how long the mask mandate would be in place. Trustee Gephart further stated the people entering the Library without masks were violating Library policy.

Ms. Daccardo was told she could use the Library but would not be serviced. She said she came in on January 18 after the protesting group and came back on January 19th to return a book.

Trustee Gephart asked if she was given the opportunity to leave before she was given a banned letter. Ms. Daccardo said yes, but she did not leave. Trustee Gephart asked if she was informed that she was going against Library policy. Ms. Daccardo said yes and asked why other people were not banned on January 18. Trustee Gephart stated that people who violated Library policy for not wearing their masks were banned if they could be identified. Ms. Daccardo asked about another mother that was not banned. Trustee Gephart stated that is private information relative to the other mother and he would not discuss that with Ms. Daccardo.

Ms. Daccardo asked about the Library not allowing face shields. Trustee Gephart stated the Library is allowed to give people who do not wear masks acceptable accommodations, as with the drive-up service and curbside service. Per the Governor's mandate, face shields are not specifically listed as a required accommodation.

Ms. Daccardo asked about face shields being allowed while the Library was located at Haines. Ms. Craig said in March 2020, face shields were allowed by CDC guidelines. Later CDC said face shields were not allowed. Trustee Gephart stated the Library will follow the Governor's mandate.

Trustee Hill stated many people were impacted by the closure of the Library. The Library is a warming location for homeless people, students meet tutors here, business people use resources and study rooms, students of D303 Special Ed run the Daily Bean for which they receive school credit, and some people come here as a sanctuary for a quiet place. Trustee Hill felt the protestors could have protested outside and not impacted so many people who use this facility, but they chose not to do so.

Trustee Steimle stated the actions of the people who were banned led to threats of serious violence, and staff and patrons were fearful. Trustee Steimle further stated the Board meets every month and if patrons had problems with Library policies they could have come to the Board meetings to request other accommodations and changes to the policy.

Ms. Daccardo said up until tonight's meeting she was not informed of the meetings. Trustee Gephart stated meetings have always been posted on the website and front door, and the mask policy has been in place for twenty months.

Motion by Trustee Gephart, second by Trustee Hill, to keep the banned letters as issued. **AYES:** Gephart, Kaluzsa, Steimle, Hill, Hampton, Frost, Kruse. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** None.

XIII. MONTHLY REPORT

62. DEPARTMENT MANAGERS' REPORT, FEBRUARY 2022

No comment.

XIV. ADJOURNMENT

Motion by Trustee Hill, second by Trustee Hampton, to adjourn at 8:06 pm. Carried unanimously.



Karen L. Kaluzsa
Secretary, Board of Trustees