



**St. Charles Public Library**  
 One South Sixth Avenue  
 St. Charles IL 60174  
 630-584-0076 ■ FAX 630-584-9262  
 scpld.org

**MINUTES  
 REGULAR MONTHLY MEETING  
 BOARD OF TRUSTEES  
 ST. CHARLES PUBLIC LIBRARY DISTRICT  
 FEBRUARY 9, 2022**

Governor Jay Robert “JB” Pritzker issued a “Gubernatorial Disaster Proclamation” in relation to novel coronavirus disease 2019 (COVID-19) on 9 March 2020, which was extended for 30 days on 4 February 2022.

The Regular Monthly Meeting of the Board of Trustees of the St. Charles Public Library District was held without a quorum of Trustees physically present. The Board conducted the meeting with all Trustees attending remotely via electronic means and is authorized by the Government Emergency Administration Act (Public Act 101-0640; eff. 6/12/20).

Present remotely: 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. There were approximately 17 virtual attendees.

**I. CALL TO ORDER**

Trustee Gephart, called the meeting to order at 7:05 pm.

**II. WELCOME OF GUESTS**

Trustee Gephart welcomed staff and guests. Trustee Gephart stated the Board is happy that the Library is now open 9:00 am to 5:00 pm, Monday through Friday. The drive-thru window will remain open evenings and on weekends. Community members should refer to the Library’s website [scpld.org](http://scpld.org) to monitor when the Library will resume normal hours. With this being a virtual meeting, all votes will be recorded as roll call votes.

**III. APPROVE CONSENT AGENDA**

**Minutes of Regular Monthly Meeting, January 12, 2022**

**Minutes of Special Meeting, January 22, 2022**

**IIIT Investment Report: January**

**Lauterbach & Amen, Monthly Financial Report: January**

**Check Register, Payroll: January**

**Motion** by Trustee Kaluzsa, second by Trustee Hill, to approve the Consent Agenda. **AYES:** Gephart, Kaluzsa, Hill, Hampton, Frost, Kruse. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** Steimle.

**IV. APPROVE THE FORM AND CONTENT OF MINUTES  
CLOSED SESSION OF SPECIAL MEETING, JANUARY 22, 2022**

**Motion** by Trustee Kaluzsa, second by Trustee Frost, to approve the form and content of the Minutes, Closed Session of Special Meeting, January 22, 2022. **AYES:** Gephart, Kaluzsa, Hill, Hampton, Frost, Kruse. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** Steimle.

Trustee Steimle arrived at 7:08 pm.

**V. INVOICES FOR BOARD APPROVAL TO PAY**

The building renovation project came in under budget and the contingency report is closed out with a surplus of \$59,078.19. The cost to cut out the curb for the book drop and drive-up window will be paid with a portion of the surplus. This work will begin in the spring by Shales McNutt.

The contract for security service for 90 days will come from the consulting line item expense.

**Motion** by Trustee Kaluzsa, second by Trustee Frost, to reaffirm the security contract and agreement with STT Security signed on February 1, 2022. **AYES:** Gephart, Kaluzsa, Steimle, Hill, Hampton, Frost, Kruse. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** None.

**VI. TRUSTEE RECOGNITION**

Trustee Gephart announced Trustee Frost won the Award of Excellence for her painting “The Coast” and it is displayed at an exhibit at the Norris Cultural Arts Center. The Trustees congratulated Trustee Frost.

**VII. DIRECTOR’S REPORT, JANUARY 2022**

The Friends of St. Charles Public Library will close the call for sculpture proposals on Monday, February 14, 2022. The sculpture will be placed in the terraced garden. There is a Friends meeting scheduled for Saturday, February 12, 2022 to discuss the selection process and to review a couple of submissions that have already been received.

Two Translate Live tablets have been purchased with funds from the Per Capita Grant. These tablets will assist staff in translating non-English languages spoken by patrons at the service desks. The Library hopes to have one Translate Live tablet at each service desk in the future.

**Motion** by Trustee Kaluzsa, second by Trustee Hampton, to accept the Director’s Report. **AYES:** Gephart, Kaluzsa, Steimle, Hill, Hampton, Frost, Kruse. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** None.

**VIII. COMMITTEE REPORTS**

Intergovernmental Group (Hill)

The January report was in the Board packet. Trustee Hill and Ms. Craig are invited to participate in a Zoom focus group on February 18, 2022 regarding the search for the next D303 school superintendent. The Intergovernmental Group will meet at 7:30 am on Thursday, February 10, 2022 at the School District.

Foundation (Kruse)

The January report was in the Board packet. The thank-a-thon held in November, 2021 was a huge success and the donors appreciated the calls. The Foundation Board hopes to hold another thank-a-

thon in the future. The Foundation Board will meet virtually on Thursday, February 10, 2022. Plans have begun for an event with Author Scott Turow on October 1, 2023.

**Motion** by Trustee Kaluzsa, second by Trustee Frost, to accept the Committee Reports. **AYES:** Gephart, Kaluzsa, Steimle, Hill, Hampton, Frost, Kruse. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** None.

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

No comments.

#### **X. TRUSTEE COMMENTS**

Trustee Gephart stated the Board will not go into Closed Session.

#### **XI. Unfinished Business**

None.

#### **XII. New Business**

##### **52. STRATEGIC PLAN ANNUAL REVIEW**

Ms. Craig highlighted the fourth year summary of the Strategic Plan. All short term goals have been completed, including developing a marketing and branding awareness strategy which includes creation and implementation of new signage in the new building, branding of new vehicles, and beginning the process for the website redesign.

Staff are diligently working on completing all long term goals this year. To maintain and enhance the Library's fiscal strength and stewardship, the Board kept the levy frozen for four consecutive years during the building project, thus lowering resident taxes for those four years. Fiscally responsible budget cycles were created with continually reduced surpluses, with this year being within five percent deviation of the working budget. The \$18.6 million building renovation project was under budget and completed on time, despite the onset of the COVID pandemic. This goal was accomplished with feedback from the community, Board, staff and stakeholders.

The Library continues to be a destination for the community. Between 800 and 1,000 people visit the Library each day. In our next strategic plan, processes will be set in place to annually review capital and building improvements with feedback from patrons and staff, being flexible to respond to community needs.

Final initiatives to be completed include collection and program diversity audits, the staff professional development excellence initiative for patron-centric service, installation of preventative maintenance software and launching the next long term strategic planning process.

The Library will continue the EDI working group, D303 student cards, the Library Leadership Mentor program and implementation of the IT Strategic Plan.

Trustee Gephart stated the Board and community are very happy with the completion of the building renovation project.

### **53. DEPARTMENTAL PRESENTATION – FACILITIES & SECURITY DEPARTMENT**

Junior Renteria, Facilities and Security Manager presented information about the Facilities and Security Department to the Board. The Facilities team consists of four full-time staff, one part-time staff and a new part-time staff member who will start the week of February 14, 2022. The Security team consists of four part-time staff.

The Facilities team provides janitorial services for the building, does preventative maintenance, increases productivity through reactionary maintenance, and does daily book drop pickups at five locations in the community.

The Security team patrols the building and grounds, monitors security cameras, remains in constant communication with the Manager in Charge during all shifts and handles closing procedures each night to secure the building.

Mr. Renteria chairs the Library Safety Committee, with staff representation from all departments. Two committee members walk the entire building once a month to identify any potential safety concerns. The committee meets bi-monthly to review monthly audits and discuss all past and present issues in the building and to take actions to resolve issues.

Cintas has been a key partner in supplying our Facilities team with cleaning and sanitizing chemical dispensing units, maintaining floor mats, supplying paper products and restroom air fresheners. Cintas maintains all automatic hand sanitizing stations at the service desks, and recently positioned wipe stations by all study rooms so patrons can wipe down tables before and after each use.

Trane Tracer Software has been installed providing automatic control of the mechanical systems. The Facilities team is able to view, modify and correct heating and cooling issues in the building and to control variable air quality.

We are in the process of adding all Library assets to the UpKeep Platform for access and tracking purposes. This platform will enable staff to create a work history for each asset to track longevity and required preventative maintenance. This program will allow both the Administrative and IT teams to manage their assets.

Trustee Hill asked about the relationship of the Library's Security team with the recently hired security service. Mr. Renteria stated the security service checks in with the Library's Security team each day and works with Ms. Craig and Mr. Renteria. The Security team covers the door entrance when the hired security service staff is away from the main entrance. Status reports are created each day.

Trustee Gephart asked Mr. Renteria how the Board could assist his department. Mr. Renteria said Ms. Craig provides all they need for their department.

### **54. SCHEDULE AUDIT COMMITTEE MEETING FOR BI-ANNUAL REVIEW**

The Audit Committee Meeting was scheduled for February 24, 2022 at 6:30 pm.

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

Ms. Craig read citizens' comments in the order in which they were received through the Board email. The comments read were from Sean Baker, Steve Bruesewitz, Linda Robertson, Miki Powell, Michael Stroud, Blake Martin, Constantine and Janice Konstans, MJ Gordon, Michael Linder, Michael Stroud, Leah Beck and Ed Marth, and are attached to these Minutes.

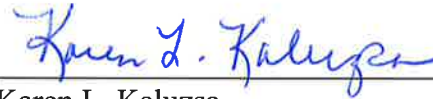
**XIII. MONTHLY REPORT**

**56. DEPARTMENT MANAGERS' REPORT, JANUARY 2022**

No comment.

**XIV. ADJOURNMENT**

**Motion** by Trustee Hill, second by Trustee Hampton, to adjourn at 7:47 pm. **AYES:** Gephart, Kaluzsa, Steimle, Hill, Hampton, Frost, Kruse. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** None.



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Karen L. Kaluzsa  
Secretary, Board of Trustees

**Edith Craig**

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**From:** SCPL Site  
**Sent:** Wednesday, February 9, 2022 12:05 PM  
**To:** Board  
**Subject:** Support of safety and mask requirements

Submitted on Wednesday, February 9, 2022 - 12:05pm Submitted by user:  
Submitted values are:

Subject: Support of safety and mask requirements

Name: Sean Baker

E-mail Address: seanbaker@gmail.com

Message:

As a St Charles resident, I support the library and the decisions to keep public safety measures in place.

I appreciate the approach and thoughtfulness library administration and the library board has taken to keep them in place as required. I understand it has been difficult but the greater community understands these measures are in place for the safety of everyone, similar to that of traffic signals or seat belt laws that we abide to every day.

Thank you,  
Sean Baker

**Edith Craig**

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**From:** SCPL Site  
**Sent:** Wednesday, February 9, 2022 12:15 PM  
**To:** Board  
**Subject:** Library Masking policy

Submitted on Wednesday, February 9, 2022 - 12:15pm Submitted by user:  
Submitted values are:

Subject: Library Masking policy

Name: Steve Bruesewitz

E-mail Address: SteveBreeze@comcast.net

Message: I just wanted to say how much I appreciate the efforts of the Library board and Staff in endeavoring to keep the public safe under these unusual public health situations.

**Edith Craig**

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**From:** SCPL Site  
**Sent:** Wednesday, February 9, 2022 12:21 PM  
**To:** Board  
**Subject:** Support

Submitted on Wednesday, February 9, 2022 - 12:21pm Submitted by user:  
Submitted values are:

Subject: Support  
Name: Linda Robertson  
E-mail Address: lrobertsonmicro@aol.com

Message:  
Dear Board Members,

Thank you for the unpaid work you do in support of the St Charles community. The library is a wonderful resource and among the best use of my tax dollars.

Thank you for your support of the mask mandate and keeping the library staff safe during this pandemic. Being asked to wear a mask for an hour or so visit is hardly an inconvenience, especially when there are options to pick up books remotely.

Libraries should be considered temples of human wisdom. The library is one of the first public buildings children learn respectful behavior patterns that will stand them in good stead through their lifetimes, both interacting with others and in future jobs. Following rules is important.

We are entering a new phase with the latest surge of Covid decreasing. At some point the rules for face coverings may be relaxed, but we also need to realize a future variant may require reimplementation of strict rules.

At this point, citizens need to exhibit patience and respect. Many in our community with compromised immune systems can still get very ill. Caring for one and other by putting up with minor inconveniences is not a big ask.

Sincerely,  
Linda Robertson  
35w752 Highview Ct  
St. Charles, 60175



**Edith Craig**

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**From:** SCPL Site  
**Sent:** Wednesday, February 9, 2022 12:25 PM  
**To:** Board  
**Subject:** Masks and reopening

Submitted on Wednesday, February 9, 2022 - 12:25pm Submitted by user:  
Submitted values are:

Subject: Masks and reopening

Name: Miki Powell

E-mail Address: smakf5@aol.com

Message: We support you and your attempts to keep us all safe. Thank you for following the science and the experts on masks and health safety. Stand firm because a majority of the residents support you. Thanks for serving!

**Edith Craig**

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**From:** SCPL Site  
**Sent:** Wednesday, February 9, 2022 12:39 PM  
**To:** Board  
**Subject:** Beaudejour1984@me.com

Submitted on Wednesday, February 9, 2022 - 12:38pm Submitted by user:  
Submitted values are:

Subject: Beaudejour1984@me.com

Name: Michael Stroud

E-mail Address: michael@outinfoxvalley.com

Message: Thank you for protecting our children and your staff! Thank you for standing up and defending masks. Thank you for what you do every day before, during and eventually After the pandemic. Librarians are heroes! Forget the hate and ignore the haters, You are rockstars! You help create strong generations and this world is stronger, smarter, and more worldly because of Librarians. We are lucky to have you.

**From:** SCPL Site  
**Sent:** Wednesday, February 9, 2022 12:57 PM  
**To:** Board  
**Subject:** I support the library board decisions

Submitted on Wednesday, February 9, 2022 - 12:57pm Submitted by user:  
Submitted values are:

Subject: I support the library board decisions  
Name: Blake Martin  
E-mail Address: blake.l.martin@gmail.com

Message:

As a St Charles resident, I support the library and the decisions to keep public safety measures in place.

I appreciate the approach and thoughtfulness library administration and the library board has taken to keep them in place as required. I understand it has been difficult but the greater community understands these measures are in place for the safety of everyone, similar to that of traffic signals or seat belt laws that we abide by every day.

**Edith Craig**

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**From:** SCPL Site  
**Sent:** Wednesday, February 9, 2022 3:19 PM  
**To:** Board  
**Subject:** In Support of Covid policies

Submitted on Wednesday, February 9, 2022 - 3:19pm Submitted by user:  
Submitted values are:

Subject: In Support of Covid policies  
Name: Constantine and Janice Konstans  
E-mail Address: dino@dinokonstans.com

**Message:**

My wife and I, D. Janice Konstans and Constantine "Dino" Konstans wish to express our support for your past policies to implement safety protocols for the Covid virus. We firmly believe all efforts should be made to allow library patrons to take advantage of your resources with the absolute minimum of exposure in your facilities. In our opinion, if the news media's publications are accurate, the actions of those opposed are appalling and we add is a disgrace to their concept of good or responsible parenting ! Indeed, all of the restrictions instituted by various government bodies are intended to protect all members of our community and require a level of discomfort. At the same time who among us wants to be responsible for the spread or infection to another person with the known and unknown consequences of this virus ? We all accept rules and regulations such as primary school entrance inoculations, automobile seat belts, hard hats at construction sites and speed zones on streets and highways. Hopefully, the virus will be controlled. Our planet earth is not a bus we hop on and off like a skateboard ---it has living organisms that are dangerous to humans. Let's work together to control this virus.

Thank you for your concerns and actions.  
Constantine and Janice Konstans  
St Charles, IL

Edith Craig

**From:** Max Gordon <maxj6@outlook.com>  
**Sent:** Wednesday, February 9, 2022 3:46 PM  
**To:** Board  
**Cc:** Rob Gephart; Karen Kaluzsa; Cynthia Steimle; Michael Hill; Shane Hampton; Claudia Frost; Mary Kruse; Edith Craig  
**Subject:** Comments for Tonight's Zoom call Vs Public Meeting in the Huntley Room

To Whom it May Concern:

Please provide access for tonight's zoom meeting for Saint Charles Public Library, Board of Trustees meeting.

Find below my comments to be read. My comments are harsh and intended to match the same energy the Board and the Director demonstrated re events leading up to and including January 18, 2022 through February 7<sup>th</sup>.

2/9/2022

***Comments to be Read at Tonight's Meeting: February 9, 2022, of the Saint Charles Public Library, Board of Trustees meeting***

The closing of the Library is the story, not the moms, dads, and kids on Tuesday January 18<sup>th</sup> referred to as *30-40 Individuals*. Just tell the truth about the moms, dads, and kids that came into your library not wearing masks. I was there, and one of those *Individuals*. Who was the genius that wrote this piece? No competent communications professional would write *30-40 individuals* knowing it was moms, dads, and kids? So, whoever wrote this and was approved by all of you, wrote it to provide a cover for closing the Public Library. Once you use the T word you are then bound and fettered to it, as it requires investigation, charges and absolute proof your Library was under threat. As of this moment I see a Library which was shuttered while citizens emote and fret on each side over the moms, dads and kids coming into the Library, organized, yes, and certainly not a threat. If it was Halloween, the word Boo might close the Library.

I watched the channel 7 coverage which was not sensationalized except for within the piece that said, "dozens of adults stormed the library." Followed up by a masked older man saying, "sad when people resort to violence." Someone used the word stormed within your staff or Director or the media did it to create viewers. Which is true?

The T word has lost its punch in Saint Charles, trust me. Emotion took over, not fear, but incredulousness as evidenced by your doubling down in your statement post closed session re repeating the stepped process for mask enforcement and guaranteed ban from the Library. I got the message. You will call the police again. Bad move. Eventually, you run out of power. Not power to ban, which interestingly, you all banned a woman who was not even there that day, but power to be seen as a public servant and the Library for all Saint Charles citizens. You and the Board gave up your local control in the name of health and safety. Guess what? The politics is not giving it back. The Board of Trustees needs to create an alternative process for the citizens who know masks are useless and feel offended to be requested to wear one regardless of the Governor's mandates. A mandate was never intended to be law it is intended to be a serious suggestion on how to operate. You know that. There are no mandate police. Police enforce laws not serious suggestions.

Re the citizen comments at the Emergency Zoom Meeting: All pro-mask comments were anecdotal word salads with the words health and safety used like a slot machine ringing up a jackpot. While the anti-maskers dropped numbers and data, identifying the ridiculous six month failed experiment forced on Library personnel to police until they made the fatal flaw decision to call the real police on a mom who refused to mask her two children with face shields. Bad move and indelible mark, in this ridiculous tale.

President Gephart, that is the story, not the moms and kids and maybe three to four dads on January 18th. You all lost control of the story once people told it for their own purposes.

Lastly, President Gephart, your Board, Director, and Staff accepted zero responsibility or a drop of humility in taking police action on the mom and her two kids with face shields plus a doctor's note to justify them complying just not with a mask. That was the big fail. Think, be humble, be a servant as you are not paid so you personally are devoting your time freely to make the Library the best it can be. Humility is where the power is otherwise it is hubris, which never goes well. Proof: Library closed for two plus weeks.

The statement that could have turned this in the right direction and released by Edith Craig, Director, keeping you all out of this until all was possibly lost, to then double down on your commitment to the serious suggestion the Governor calls a mandate: *"While we know the mandate requirements have been a burden to some and offensive to others we as the Board, Director and Library staff, are required to follow Governor Pritzker's EO for masks. Our staff will do everything possible to accommodate those who find masks unacceptable by providing materials using our drive through as well as any personal search needs by a library staff person. Once again, we thank you and wish for you, good health."* That is what humility and serving looks like. It's not hard but it is hard to come back from a hardened position. In fact, sadly, it will likely mean change in personnel and now political interest in serving on the Library Board of Trustees. Politics is now your best friend temporarily, and your worst friend long term. Welcome to the Party and its Governor, that left you abandoned in the end.

Respectfully,  
MJ Gordon  
6N079 Oak Run Ct.  
Saint Charles, IL 60175  
630-309-2846

Sent from [Mail](#) for Windows

**Edith Craig**

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**From:** Mike Linder <mike60174@gmail.com>  
**Sent:** Wednesday, February 9, 2022 4:36 PM  
**To:** Board  
**Cc:** Michael I Stroud  
**Subject:** Meeting Comment

The St Charles Public Library is a valuable public resource that has served the community well all my life and for years before. The Library Board and its administrators have not only the right, but the responsibility to make and enforce rules for the health and safety of staff and patrons alike. It is distressing to see citizens and outside agitators attack the Library through their words or actions. I am in support of the Library Board and Staff in doing what they need to do to protect lives and property, in light of the actions of bullies or agitators. I pray that we will be able to use and enjoy our library once again, observing the direction of the Board and Staff. Thank you for standing tall.

Sincerely,

Michael Linder  
St Charles

Sent from my email

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**From:** Michael I Stroud <beaudejour1984@me.com>  
**Sent:** Wednesday, February 9, 2022 5:34 PM  
**To:** Board  
**Subject:** Pleas erred my comment of support! You are heroes!

Librarians were my childhood heroes, as they opened my eyes to a world of wonders. As an adult, librarians continue to be my heroes. I fully support the policies and actions of the St Charles Public Library Board of Trustees, and the library administrators and staff that have been in place to protect the health and safety of both staff and patrons. I have always felt safe and welcome in our library and I hope the Board will continue protecting that safety and welcoming spirit. I support your right and responsibility to make decisions that allow you continue safe library services.

Thank you,

Michael Stroud  
St Charles



**Edith Craig**

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**From:** SCPL Site  
**Sent:** Wednesday, February 9, 2022 5:53 PM  
**To:** Board  
**Subject:** Thank You

Submitted on Wednesday, February 9, 2022 - 5:52pm Submitted by user:  
Submitted values are:

Subject: Thank You  
Name: Leah Beck  
E-mail Address: leahlbeck@msn.com

Message:

As a St Charles resident, I support the library and the decisions to keep public safety measures in place.

I appreciate the approach and thoughtfulness library administration and the library board has taken to keep them in place as required. I understand it has been difficult but the greater community understands these measures are in place for the safety of everyone, similar to that of traffic signals or seat belt laws that we abide by every day.

**Edith Craig**

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**From:** Edward Marth <edwardmarth@gmail.com>  
**Sent:** Wednesday, February 9, 2022 6:42 PM  
**To:** Edith Craig  
**Subject:** Re: Fw: Library ruffians

I guess if the chair wants to read it I encourage him to do so, but if he wants to take it under advisement, that is ok with me.

Thanks Edith.

On Wed, Feb 9, 2022 at 6:40 PM Edith Craig <[ecraig@scpld.org](mailto:ecraig@scpld.org)> wrote:

Hi Ed,

is this a comment to read at the open meeting today or is it just for the Board? The Board President receives a copy of every email sent to the Board. Just checking before the meeting.

thank you!

Edith

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**From:** SCPL Site <[scplsite@stcharleslibrary.org](mailto:scplsite@stcharleslibrary.org)>  
**Sent:** Wednesday, February 9, 2022 6:37 PM  
**To:** Board <[board@scpld.org](mailto:board@scpld.org)>  
**Subject:** Library ruffians

Submitted on Wednesday, February 9, 2022 - 6:37pm

Submitted by user:

Submitted values are:

Subject: Library ruffians

Name: Ed Marth

E-mail Address: [edwardmarth@gmail.com](mailto:edwardmarth@gmail.com)

Message: Along with many, and I expect the overwhelming majority of St. Charles residents, I was appalled by the bad behavior of the people demonstrating how NOT to behave in a public place. I think that if footage is looked at from the City Council meeting a week earlier where many stormed the meeting with children and all without masks, I bet many of the same people will be seen. It would not be surprising if many were from places other than St. Charles. I volunteered through the Director to sit and advise mob-like people to leave. Staff should not have to put up with that. What can patrons and supporters do to help? Next it will be insisting on getting rid of frightful literature like "Moby Dick." A committee to protect good works?