



St. Charles Public Library
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**MINUTES
SPECIAL MEETING
BOARD OF TRUSTEES
ST. CHARLES PUBLIC LIBRARY DISTRICT
JANUARY 22, 2022
5:00 PM**

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 most recently extended for 30 days on 7 January 2022.

The Special 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 208 virtual attendees.

I. CALL TO ORDER

Trustee Gephart called the meeting to order at 5:06 pm.

II. WELCOME OF GUESTS

Trustee Gephart welcomed staff and guests.

Trustee Gephart introduced himself, stated he felt public involvement in Board meetings is beneficial, and said it has been two years since a public comment was made at a Board meeting.

Trustee Gephart stated regular monthly meetings are held on the second Wednesday of the month at 7:00 pm. The next monthly meeting is scheduled for February 9, 2022. Municipal elections will be held in the spring of 2023 and there will be two open six-term Board seats. Library Board members are nonpartisan, unpaid, elected representatives of the St. Charles Public Library District. Anyone interested in serving should contact the Library when municipal elections are announced later this year.

The Library’s number one goal is the safety of our patrons and staff. Late Thursday afternoon, a patron-on-patron altercation was narrowly avoided and the Library started receiving phone calls threatening the health and safety of our staff and patrons. Social media posts amplified the level of

concern. With the advice of the St. Charles Police Department, it was determined it was in the best interest of public safety to close the Library.

The Library will remain closed to in-person visits until safety procedures are in place. Virtual services and the drive-up window remain available to patrons. Updates will be available on the Library website.

III. COMMUNICATIONS AND CITIZENS' COMMENTS – ON AGENDA ITEMS

The Library's Rules for public participation in Board meetings state citizens' comments on agenda items shall be limited to three minutes per comment for a total of 15 minutes per topic, and citizens' comments on non-agenda items shall be limited to three minutes per comment for a total of 30 minutes. Due to the virtual nature of this meeting, all comments were requested to be submitted to the Board email prior to the meeting. With only one topic on the agenda, Trustee Gephart stated comments will be read for a total of 15 minutes during the communications and citizens' comments on agenda items portion of the meeting and then continue to be read for a total of 30 minutes during the communications and citizens' comments on non-agenda items portion of the meeting.

Trustee Gephart called for communications and citizens' comments on agenda items.

Ms. Craig read comments in the order in which they were received for 15 minutes. The comments read were from Kathleen V., Alyse D., Mira F., Max G., Meghan D., Ginny S., Courtney F., Christian P., Susan S., Christina R., Allison L., Sam P., Terry H., Jenni Lynn., and Gloria K, and are attached to these Minutes.

IV. DISCUSSION ON ENFORCEMENT OF LIBRARY POLICIES

The Library has a procedure to respond to individuals who violate Library policies. The first step is to warn the individual. If the individual persists or repeats the offense, the second step is to either ask the patron to leave for the day or ban the patron from the Library for a period of time. The period of time varies from 30-90 days depending on the severity of the incident. If someone who is banned from the Library is found on Library property, they are deemed to be trespassing. Trespassing is enforceable by the police and the Library can then take further legal action against the individual.

Trustee Gephart asked if any Board members had any questions about the procedure for the enforcement of Library policies. There were no comments.

Motion by Trustee Gephart, second by Trustee Hill, to go into Closed Session at 5:29 pm, pursuant to **5 ILCS 120/2 (c) (8), for the purpose of discussing security procedures, school building safety and security and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public or public property.** **AYES:** Gephart, Kaluzsa, Steimle, Hill, Hampton, Frost, Kruse. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** None.

Resumed in Open Session at 6:46 pm.

Trustee Gephart thanked everyone for waiting.

Motion by Trustee Gephart, second by Trustee Hill, to state that the Board of the St. Charles Public Library District supports the enforcement of all current Library policies, including closing the

Library building when the safety of patrons and staff are threatened. **AYES:** Gephart, Kaluzsa, Steimle, Hill, Hampton, Frost, Kruse. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** None.

Motion by Trustee Gephart, second by Trustee Hampton, to state that the Board of the St. Charles Public Library District supports our Director Edith Craig and her efforts. **AYES:** Gephart, Kaluzsa, Steimle, Hill, Hampton, Frost, Kruse. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** None.

Trustee Gephart asked if any Trustees had any other comments regarding Agenda Item III.¹ There were no comments.

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

Trustee Gephart asked Ms. Craig to continue reading citizens' comments received prior to the meeting in the order in which they were received for a total of 30 minutes.

The comments read by Ms. Craig were from Dean R., Cynthia F., Christine B., Ryan T., Jennifer M., Robert J., Scott F., David T., Kim S., Jill S., Grace C., Leah B., Eric T., Larry G., Elizabeth N. and Blake N., Julie P., Shane N., Sam F., Connie J., Bruce D., John F., Nancy S., Sandy M., Monica M., Helen P., and Maggie R, and are attached to these Minutes.

The remaining unread citizens' comments will be sent to all Trustees to review and are attached to these Minutes.

VI. ADJOURNMENT

Motion by Trustee Gephart, second by Trustee Kaluzsa, to adjourn at 7:20 pm. **AYES:** Gephart, Kaluzsa, Steimle, Hampton, Frost, Kruse. **NAYS:** None. **ABSTAINING:** None. **ABSENT:** Hill.



Karen L. Kaluzsa

Secretary, Board of Trustees

¹ Minutes should state "Trustee Gephart asked if any Trustees had any other comments regarding Agenda Item IV."