

MINUTES OF THE REGULAR MEETING OF THE LIBRARY BOARD OF TRUSTEES
OF THE CICERO PUBLIC LIBRARY HELD AT THE CICERO PUBLIC LIBRARY ON
MONDAY MAY 13, 2019

President Vargas called the meeting to order at 6:15 p.m.

The meeting began with the Pledge of Allegiance.

Roll Call

Secretary Carroll called roll. The following members were present: Ismael Vargas, Fernando Godinez, Rosemarie Esposito, Cynthia Salvino, Mary Hernandez, Edgar Lara and Maureen Carroll. Also present were Administrative Director Jane Schoen, Library Attorney Mary Norwell and Recording Secretary Maria G. Salinas.

Swearing in of Re-elected Trustees

Secretary Carroll administered the Oath of Office simultaneously to the newly re-elected members, Ismael Vargas and Edgar Lara.

The newly re-elected Trustees were congratulated by their fellow Trustees.

Election of Officers

Trustee Godinez made a motion to nominate Trustee Vargas as President. Trustee Hernandez seconded the motion. As there were no further nominations presented, Trustee Vargas is elected President. Roll Call: Members voting aye: Trustees Godinez, Esposito, Salvino, Hernandez, Lara and Carroll. Nays: None. Abstain: Trustee Vargas. Motion carried.

Trustee Hernandez made a motion to nominate Trustee Godinez as Vice-President. Trustee Esposito seconded the motion. As there were no further nominations presented, Trustee Godinez is elected Vice-President. Roll Call: Members voting aye: President Vargas, Trustees Esposito, Salvino, Hernandez, Lara and Carroll. Nays: None. Abstain: Trustee Godinez. Motion carried.

Trustee Lara made a motion to nominate Trustee Carroll as Secretary. Trustee Salvino seconded the motion. As there were no further nominations presented, Trustee Carroll is elected Secretary. Roll Call: Members voting aye: President Vargas, Vice-President Godinez, Trustees Esposito, Salvino, Hernandez and Lara. Nays: None. Abstain: Trustee Carroll. Motion carried.

Minutes

Trustee Esposito made a motion to accept and place on file the Minutes of April 8, 2019 Regular Meeting as presented. Vice-President Godinez seconded the motion. All members present voting aye. Nays: None. Motion carried.

Vice-President Godinez made a motion to accept and place on file the Minutes of May 2, 2019 Special Meeting as presented. Trustee Hernandez seconded the motion. All members present voting aye. Nays: None. Motion carried.

Bills

Trustee Esposito made a motion to pay the April 13, 2019 bills as presented. Trustee Salvino seconded the motion. Roll call: Members voting aye: President Vargas, Vice-President Godinez, Trustees Esposito, Salvino, Hernandez, Lara and Secretary Carroll. Nays: None. Motion carried.

Salaries

Trustee Hernandez made a motion to pay the May 2019 salaries as presented. Trustee Lara seconded the motion. Roll call: Members voting aye: President Vargas, Vice-President Godinez, Trustees Esposito, Salvino, Hernandez, Lara and Secretary Carroll. Nays: None. Motion carried.

Administrative Director's Report

Administrative Director Jane Schoen discussed temporary art at the west wall to commemorate the 50th anniversary of man's landing on the moon. She indicated it would be made with chalk. Upon further discussion, it was the consensus of the Trustees that no permit was needed from the Town of Cicero. Ms. Schoen also asked for permission to replace furniture that was badly worn. President Vargas responded and asked for her a report of costs for both projects at the next meeting.

President Vargas also noted that he was happy that the library has been highly publicized on social media. He also requested that more public relations be emphasized to attract more patrons to the library.

Trustee Hernandez made a motion to accept and place on file the Administrative Director's Report. Vice-President Godinez seconded the motion. All members present voting aye. Nays: None. Motion carried.

Department Reports

Administrative Director Jane Schoen reported that there will be a Miss Humblebees Event at the library to highlight the new online program available through the library. She noted that the event will be posted in the town's newsletter. President Vargas requested that the information be shared on social media as well.

Trustee Esposito made a motion to accept and place on file the Department Reports. Vice-President Godinez seconded the motion. All members present voting aye. Nays: None. Motion carried.

Correspondence

- Retirement letter from Linda Flores

President Vargas asked if she would be presented with a gift for her years of service. Ms. Schoen responded that Ms. Flores indicated she didn't want anything.

Trustee Hernandez made a motion to accept and place on file the correspondence. Trustee Lara seconded the motion. All members present voting aye. Nays: None. Motion carried.

Unfinished Business

Trustee Esposito made a motion to accept and place on file the June Program Schedules as presented. Trustee Salvino seconded the motion. All members present voting aye. Nays: None. Motion carried.

Administrative Director Jane Schoen indicated she would forward all resumes received for the Director's position that were submitted. She noted that Library Attorney Matt Byrne emailed the Trustees notes for the interview process.

New Business

Administrative Director Jane Schoen presented the discussion of drug testing for employees. She noted that the Employee Handbook indicated that the library had the right to have employees drug tested. President Vargas noted that the process for drug testing will need to be deferred to the Personnel and Policy Committee to determine on how to proceed with future hiring moving forward. He also noted this would be deferred for discussion with the new library director at the September meeting.

Trustee Hernandez made a motion to post for the 20 hour circulation clerk as presented. Secretary Carroll seconded the motion. All members present voting aye. Nays: None. Motion carried.

There was no need to adjourn into Executive Session.

Public Comments

There were none presented.

Adjourn Meeting

Trustee Hernandez made a motion to adjourn the meeting at 6:45 p.m. Vice-President Godinez seconded the motion. All members present voting aye. Nays: None. Motion carried.

Maureen Carroll, Secretary