

MINUTES OF THE REGULAR MEETING OF THE LIBRARY BOARD OF TRUSTEES  
OF THE CICERO PUBLIC LIBRARY HELD AT THE CICERO PUBLIC LIBRARY ON  
MONDAY FEBRUARY 11, 2019

President Vargas called the meeting at 6:12 p.m.

The meeting began with the Pledge of Allegiance.

**Roll Call**

Trustee Salvino was home sick and participated in the meeting via telephone conference.

Secretary Carroll called roll. The following members were present: Ismael Vargas, Cynthia Salvino (via telephone conference), Mary Hernandez and Maureen Carroll. Absent: Vice-President Fernando Godinez, Rosemarie Esposito and Edgar Lara. Also present were Administrative Director Jane Schoen, Library Attorney Mary Ryan Norwell and Recording Secretary Maria G. Salinas.

**Minutes**

Trustee Hernandez made a motion to accept and place on file the Minutes of January 14, 2019 Regular Meeting as presented. Trustee Salvino seconded the motion. All members present voting aye. Nays: None. Absent: Godinez, Esposito and Lara. Motion carried.

**Bills**

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

**Salaries**

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

**Administrative Director's Report**

Trustee Hernandez made a motion to accept and place on file the Administrative Director's Report. Trustee Salvino seconded the motion. All members present voting aye. Nays: None. Absent: Godinez, Esposito and Lara. Motion carried.

## **Department Reports**

Trustee Hernandez made a motion to accept and place on file the Department Reports. Secretary Carroll seconded the motion. All members present voting aye. Nays: None. Absent: Godinez, Esposito and Lara. Motion carried.

## **Correspondence**

Administrative Director Jane Schoen reported that the library received a grant award in the amount of \$ 2,147.87 from the Cicero Community Collaborative. She indicated the funds would be used for the STEAM Program in the Youth Service Department.

## **Unfinished Business**

Secretary Carroll made a motion to accept and place on file the March Program Schedules as presented. Trustee Salvino seconded the motion. All members present voting aye. Nays: None. Absent: Godinez, Esposito and Lara. Motion carried.

Administrative Director Jane Schoen noted that the Personnel Committee met and approved the proposals for the Department Assistants, Full-Time Reference Librarian and Part-Time Reference Librarian.

Trustee Hernandez made a motion to approved the proposal for the Department Assistants as presented. Trustee Salvino seconded the motion. Roll call: Members voting aye: Vargas, Salvino, Hernandez and Carroll. Nays: None. Absent: Godinez, Esposito and Lara. Motion carried.

Trustee Hernandez made a motion to approved the hiring of Alexander Gutierrez as a Full-Time Reference Librarian. Trustee Salvino seconded the motion. Roll call: Members voting aye: Vargas, Salvino, Hernandez and Carroll. Nays: None. Absent: Godinez, Esposito and Lara. Motion carried.

Trustee Salvino made a motion to approved the hiring of Camille Bowman as a temporary part-time Reference Librarian. Trustee Hernandez seconded the motion. Roll call: Members voting aye: Vargas, Salvino, Hernandez and Carroll. Nays: None. Absent: Godinez, Esposito and Lara. Motion carried.

Administrative Director Jane Schoen reported that Bradbury Miller Associates would not present their proposal after all. She noted that they were just hired by Homewood Library to proceed with their Executive Search and would not be available for any more searches until April.

## **New Business**

Trustee Hernandez made a motion to approve the 2019 Budget as presented. Secretary Carroll seconded the motion. Roll call: Members voting aye: Vargas, Salvino, Hernandez and Carroll. Nays: None. Absent: Godinez, Esposito and Lara. Motion carried.

Trustee Hernandez made a motion to approve the job posting for a Youth Services Assistant as presented. Trustee Salvino seconded the motion. Roll call: Members voting aye: Vargas, Salvino, Hernandez and Carroll. Nays: None. Absent: Godinez, Esposito and Lara. Motion carried.

Administrative Director Jane Schoen asked who would be present at the Library if it is being used as a warming center when the library is closed to the public. President Vargas responded it would be a security guard and the library would only be open to limited hours during the day.

There was no need to adjourn into Executive Session.

### **Public Comments**

There were none presented.

### **Adjourn Meeting**

Trustee Salvino made a motion to adjourn the meeting at 6:30 p.m. Trustee Hernandez seconded the motion. All members present voting aye. Nays: None. Absent: Godinez, Esposito and Lara. Motion carried.

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Maureen Carroll, Secretary