

MINUTES OF THE REGULAR MEETING OF THE LIBRARY BOARD OF TRUSTEES
OF THE CICERO PUBLIC LIBRARY HELD AT THE CICERO PUBLIC LIBRARY ON
WEDNESDAY OCTOBER 16, 2019

President Vargas called the meeting to order at 6:05 p.m.

The meeting began with the Pledge of Allegiance.

Roll Call

In the absence of Maureen Carroll, Recording Secretary Maria Salinas called roll. The following members were present: Ismael Vargas, Fernando Godinez, Rosemarie Esposito, Mary Hernandez and Cynthia Salvino. Absent: Maureen Carroll and Edgar Lara. Also present were Library Director Sandra Tomschin, Library Attorney Matt Byrne and Recording Secretary Maria G. Salinas.

Minutes

Trustee Hernandez made a motion to accept and place on file the Minutes of the June 13, 2019 Special Meeting as presented. Vice-President Godinez seconded the motion. All members present voting aye. Nays: None. Absent: Secretary Carroll and Trustee Lara. Motion carried.

Trustee Hernandez made a motion to accept and place on file the Minutes of the June 13, 2019 Special Meeting Executive Session as presented. Trustee Salvino seconded the motion. All members present voting aye. Nays: None. Absent: Secretary Carroll and Trustee Lara. Motion carried.

Trustee Salvino made a motion to accept and place on file the Minutes of September 9, 2019 as presented. Trustee Esposito seconded the motion. All members present voting aye. Nays: None. Absent: Secretary Carroll and Trustee Lara. Motion carried.

Bills

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

Salaries

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

Administrative Director's Report

Library Director Sandra Tomschin briefed the Trustees on the Director's Report as noted in their packet. She highlighted the local events in which the library participated.

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

Department Reports

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

Correspondence

There was none received.

Unfinished Business

Trustee Hernandez made a motion to approve the Resolution for Meeting Room Policy as presented. Vice-President Godinez seconded the motion. Roll call: Members voting aye: President Vargas, Vice-President Godinez, Trustees Esposito, Hernandez and Salvino. Nays: None. Absent: Secretary Carroll and Trustee Lara. Motion carried.

Trustee Esposito made a motion to authorize the Library Director to issue a Request for Proposal for Maintenance Services to be drafted by Library Attorney. Vice-President Godinez seconded the motion. Roll call: Members voting aye: President Vargas, Vice-President Godinez, Trustees Esposito, Hernandez and Salvino. Nays: None. Absent: Secretary Carroll and Trustee Lara. Motion carried.

Vice-President Godinez made a motion to authorize the Library Director to issue a Request for Proposal for Landscaping Services to be drafted by Library Attorney. Trustee Esposito seconded the motion. Roll call: Members voting aye: President Vargas, Vice-President Godinez, Trustees Esposito, Hernandez and Salvino. Nays: None. Absent: Secretary Carroll and Trustee Lara. Motion carried.

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

New Business

Trustee Esposito made a motion to approve the Job Postings for one Full-time Reference Librarian and one Part-Time Reference Librarian as presented. Vice-President Godinez seconded the motion. Roll call: Members voting aye: President Vargas, Vice-President Godinez, Trustees Esposito, Hernandez and Salvino. Nays: None. Absent: Secretary Carroll and Trustee Lara. Motion carried.

Trustee Hernandez made a motion to approve the Job Postings for two Part-Time Circulation Clerks as presented. Trustee Salvino seconded the motion. Roll call: Members voting aye: President Vargas, Vice-President Godinez, Trustees Esposito, Hernandez and Salvino. Nays: None. Absent: Secretary Carroll and Trustee Lara. Motion carried.

Library Director Sandra Tomschin informed the Trustees about the upcoming Illinois Library Association Workshop on October 22-24, 2019 and extended the invitation for them to attend.

Trustee Hernandez made a motion to approve the Job Postings for two Part-Time Circulation Clerks as presented. Trustee Salvino seconded the motion. Roll call: Members voting aye: President Vargas, Vice-President Godinez, Trustees Esposito, Hernandez and Salvino. Nays: None. Absent: Secretary Carroll and Trustee Lara. Motion carried.

Library Director Sandra Tomschin briefed the Trustees on the BoardBook subscription and noted the cost reduction if all packets are developed electronically.

Trustee Hernandez made a motion to approve the purchase of the BoardBook subscription as presented. Trustee Esposito seconded the motion. Roll call: Members voting aye: President Vargas, Vice-President Godinez, Trustees Esposito, Hernandez and Salvino. Nays: None. Absent: Secretary Carroll and Trustee Lara. Motion carried.

President Vargas presented the idea of a new logo and the Board of Trustees entertained to idea to discuss at a future meeting.

Executive Session

There was no need for an Executive Session.

Public Comments

President Vargas thanked Mrs. Tomschin for the library participation in the Houby Parade and noted that everyone looked fantastic.

It was noted that the next meeting would be on November 13, 2019.

Adjourn Meeting

Trustee Hernandez made a motion to adjourn the meeting at 6:55 p.m. Vice-President Godinez seconded the motion. All members present voting aye. Nays: None. Absent: Secretary Carroll and Trustee Lara. Motion carried.

Maureen Carroll, Secretary