

MINUTES OF THE REGULAR MEETING OF THE LIBRARY BOARD OF TRUSTEES
OF THE CICERO PUBLIC LIBRARY HELD VIRTUALLY AT THE
CICERO PUBLIC LIBRARY ON
MONDAY, MAY 11, 2020

President Vargas called the meeting to order at 5:05 p.m.

President Vargas noted that due to covid-19, the Cicero Library Meeting is being held virtually and via conference call. He noted that the phone number and code were made available for public participation. He also noted that any comments could have been emailed prior to the meeting by 3:00 p.m. to Library Director Sandra Tomschin. Comments that were received via email would be read during the public comment time as well as anyone that conferenced in, would be allowed to speak at that time.

Roll Call

Secretary Carroll called roll. The following members were present: Ismael Vargas, Fernando Godinez, Mary Hernandez, Rosemarie Esposito (via phone) and Maureen Carroll. Absent: Cynthia Salvino. Also present were Library Director Sandra Tomschin, Library Attorney Matt Byrne, Dr. Anthony Grazzini and Recording Secretary Maria G. Salinas.

President Vargas administered the Oath of Office to newly appointed Library Trustee Dr. Anthony Grazzini.

Dr. Grazzini was welcomed by his fellow Trustees and he thanked them for having him.

President Vargas noted Dr. Grazzini was a busy man and thanked him for serving as a Trustee. Dr. Grazzini noted that Literacy is the foundation of our civilization and noted that the library leads in the most important thing in the community and the more that the children can use the library, the better. He noted he was very excited to be a Trustee and serve.

President Vargas noted that as Trustees, when they were going through the application review process, there were other applicants that had good qualifications. Upon reviewing the qualifications and experiences of Dr. Grazzini, who grew up in the community, has been very involved in every aspect with the library and working diligently with the Cicero Public Library in bringing resources, they thought he was the best qualified applicant. President Vargas thanked him for accepting the appointment of Library Trustee.

President Vargas asked for another Roll Call with newly appointed Trustee Grazzini.

Secretary Carroll called roll. The following members were present: Ismael Vargas, Fernando Godinez, Rosemarie Esposito (via phone conference), Mary Hernandez, Anthony Grazzini, and Maureen Carroll. Absent: Cynthia Salvino.

The Pledge of Allegiance was recited.

Minutes

Trustee Hernandez made a motion to accept and place on file the April 13, 2020 Regular Meeting Minutes as presented. Vice-President Godinez seconded the motion. All members present voting aye: President Vargas, Vice-President Godinez, Trustee Esposito, Hernandez, Grazzini and Secretary Carroll. Nays: None. Absent: Trustee Salvino. Motion carried.

Bills

Trustee Hernandez made a motion to pay the May 2020 bills as presented. Trustee Esposito seconded the motion. Roll call: Members voting aye: President Vargas, Vice-President Godinez, Trustee Esposito, Hernandez, Grazzini and Secretary Carroll. Nays: None. Absent: Trustee Salvino. Motion carried.

Salaries

Vice-President Godinez made a motion to pay the May 2020 salaries as presented. Trustee Grazzini seconded the motion. Roll call: Members voting aye: President Vargas, Vice-President Godinez, Trustee Esposito, Hernandez, Grazzini and Secretary Carroll. Nays: None. Absent: Trustee Salvino. Motion carried.

Administrative Director's Report

Library Director Sandra Tomschin updated Trustees and reported that the library continued to be closed since March 18, 2020, in response to the Stay at Home Order that was issued by Governor Pritzker. She reported that in preparation for the re-opening plan, an order for masks was placed for all employees and Trustees. They have also ordered the "sneeze guards" that would be installed on the counters to protect the employees. They have removed half of the computers and chairs to allow for social distancing. The sofas have also been removed from the periodical room. The "Quiet Room" has been closed, as the removed furniture is being stored there. She noted they were planning one-way traffic markings in each of the book aisle, as practiced in the local grocery stores. She also noted that they will mark social distancing on the floor at each station and line-up areas. She also noted that the Department Heads have been coming in on limited basis to help get the library ready. It was also reported that all carpeting has been sanitized with the power-washing of the sidewalks taking place next week. She continued with the social media campaign with story time, craft videos as well as "how to" videos on resumes, 3-D printing and e-book checkout. Library Director Tomschin asked if there were any questions.

Vice-President Godinez talked about an idea that was discussed before, regarding having a mural on the outside wall of the library. He talked about artists that have been creating murals dedicated to the front line workers. Library Director Tomschin responded that she checked with the town and under a town ordinance, it is not allowed on the outside walls, however, they could have a banner that can be mobile, displayed outside or inside the library in different areas. Vice-President Godinez asked Library Attorney Matt Byrne for guidance on this matter, noting that this current historical moment should be commemorated in the community. President Vargas noted that even during this pandemic, the Cicero Public Library never stopped, it continued to educate the children and parents during this time. He asked Library Director Tomschin to make another request to have a mural on the outside wall for a special opportunity for the library to send a message of what the community endured during this uncertain time. He asked if she could have something ready for their review at the next meeting. Trustee Grazzini noted that it was a great idea and a great opportunity to talk about all the great things the Cicero Public Library has done. He talked about the various ways the library has been a presence among the community, keeping everyone engaged and involved together. He also noted that Cicero is a frontline and was happy to drive around the community and see how everyone has come together working with different resources to assist those in need during this unprecedented time. He also noted that different constituents have come together under President Larry Dominick to help.

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

Correspondence

Library Director Tomschin reported that Chery Ida will be resigning from her position, but will stay until August 26,2020. She noted she was very sad to see her go as she was very helpful when she came on as Library Director. She will be preparing her job description so the position can be posted upon their approval in July.

New Business

Vice-President Godinez made a motion to table the Request for Approval to post for Head of Technical Services Position. Trustee Grazzini seconded the motion. Roll call: President Vargas, Vice-President Godinez, Trustee Esposito, Hernandez, Grazzini and Secretary Carroll. Nays: None. Absent: Trustee Salvino. Motion carried.

President Vargas requested that moving forward, the agenda should be posted in both English and Spanish versions. He also asked about having a translator available at the meetings, should it be needed. It was noted that Recording Secretary Maria Salinas could assist as needed. Trustee Hernandez also noted that perhaps one of the employees could come to the meeting and assist as well.

President Vargas talked about a letter that was received from Gamma Security regarding their request for assistance during this time. He noted copies of the letter will be made and disseminated to the Trustees for their review.

Public Comments

Recording Secretary Maria Salinas congratulated Dr. Grazzini on his newly appointed Trustee position.

Adjourn Meeting

Trustee Hernandez made a motion to adjourn the meeting at 5:32 p.m. Trustee Grazzini seconded the motion. All members present voting aye. Nays: None. Absent: Trustee Salvino. Motion carried.

It was noted that the next regularly scheduled meeting will be held on June 8, 2020 at 5:00 p.m.

Maureen Carroll, Secretary