

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, APRIL 12, 2021

President Vargas called the meeting to order at 5:09 p.m.

Prior to roll call, President Vargas stated for the record the following information from the posted agenda:

*“He wanted to remind his fellow Trustees and anyone who may be listening that they are welcomed to participate in this meeting, which is for the deliberations of the Board of Trustees, in contrast to a public hearing where members of the district are encouraged to participate. Unless invited by the President to speak, observers are requested not to interrupt the meeting in order that the concerns of the Library may be attended to efficiently. If the President recognized, you, please state your name and address and direct your remarks to the Board of Trustees.”*

*President Vargas also noted that Due to Covid-19, the board meeting will be held via conference call. Please call 605-313-4488 (Access Code 674603). Public comments can be sent prior to the conference call board meeting via email to [stomschin@cicerolibrary.org](mailto:stomschin@cicerolibrary.org) by 3PM the day of the meeting. These emails will be read during the public meeting. If calling into the phone conference board meeting, then public comments will be taken during public comment”.*

### **Roll Call**

Recording Secretary Maria Salinas called roll. The following Trustees were present: President Ismael Vargas, Vice-President Fernando Godinez, Trustees Mary Hernandez, Rosemarie Esposito, Anthony Grazzini and Secretary Carroll (conference in). Absent: Trustee Cynthia Salvino. Also present were Library Director Sandra Tomschin, Library Attorney Matt Byrne and Recording Secretary Maria G. Salinas.

The Pledge of Allegiance was recited.

### **Minutes**

Trustee Hernandez made a motion to accept and place on file the March 8, 2021 Regular Meeting Open Session Minutes as presented. Vice-President Godinez seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Godinez, Trustees Hernandez, Esposito, Grazzini and Secretary Carroll. Nays: None. Absent: Trustee Salvino. Motion carried.

## **Bills**

Trustee Esposito made a motion to pay the April 2021 bills as presented. Trustee Hernandez seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Godinez, Trustees Hernandez, Esposito, Grazzini and Secretary Carroll. Nays: None. Absent: Trustee Salvino. Motion carried.

## **Salaries**

Trustee Grazzini made a motion to pay the April 2021 salaries as presented. Vice-President Godinez seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Godinez, Trustees Hernandez, Esposito, Grazzini and Secretary Carroll. Nays: None. Absent: Trustee Salvino. Motion carried.

## **Administrative Director's Report**

Library Director Sandra Tomschin noted that her report was in their packet.

She reported that there were no covid19 related issues in March and they continue to sanitize the areas constantly and also practice social distance. She also reported that they continue with the planning for the library's 100-year anniversary celebration and the planning of the "Murder at the Library Dinner", in September or October, provided it is safe to do so. She also reported that they continue with the process of updating the Employee Handbook and hoped to have it ready soon for their review and approval. She reported that an employee had resigned, but noted that her position would not be filled and that her duties would be disseminated among the other employees.

Trustee Esposito asked about the cookbook. Library Director Tomschin responded that that it was still in process and that the goal was to have 100 recipes. She encouraged all the Trustees in submitting their recipes for the cookbook and be part of history. She also reported that one of the employees has been very instrumental in visiting the local business and collected approximately \$ 1,000.00 in donations for the ad placement of the cookbook. She noted these funds would be used for the printing of the recipe book.

She asked them if they had any questions. They indicated none

Trustee Grazzini made a motion to accept the Library Director's Report as presented and place on file. Vice-President Godinez seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Godinez, Trustees Hernandez, Esposito, Grazzini and Secretary Carroll. Nays: None. Absent: Trustee Salvino. Motion carried.

## **Department Reports**

Trustee Hernandez made a motion to accept the reports for the Circulation Department for April 2021 as presented and place on file. Trustee Esposito seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Godinez, Trustees Hernandez, Esposito, Grazzini and Secretary Carroll. Nays: None. Absent: Trustee Salvino. Motion carried.

Trustee Grazzini made a motion to accept the reports for the Technical Services Department for April 2021 as presented and place on file. Vice-President Godinez seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Godinez, Trustees Hernandez, Esposito, Grazzini and Secretary Carroll. Nays: None. Absent: Trustee Salvino. Motion carried.

Trustee Hernandez made a motion to accept the reports for the Reference Department for April 2021 as presented and place on file. Vice-President Godinez seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Godinez, Trustees Hernandez, Esposito, Grazzini and Secretary Carroll. Nays: None. Absent: Trustee Salvino. Motion carried.

Trustee Esposito made a motion to accept reports for the Youth Services Department for April 2021 as presented and place on file. Trustee Hernandez seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Godinez, Trustees Hernandez, Esposito, Grazzini and Secretary Carroll. Nays: None. Absent: Trustee Salvino. Motion carried.

### **Correspondence**

There was none presented.

### **Unfinished Business**

There was none presented.

### **Executive Session**

There was no need for an Executive Session

### **Public Comments**

Trustee Hernandez offered her appreciation to the Cicero town residents for re-electing her for a 6-year term. Trustee Grazzini thanked the Cicero town residents for electing him for a 4-year term.

President Vargas congratulated all the re-elected Trustees

President Vargas asked if there was anyone on the conference line for public comments. Library Attorney Matt Byrne confirmed for the record and assured there was nobody via conference call to present any public comments.

President Vargas thanked God for the life of the Library Director Sandra Tomschin and wished her many more years to come. He thanked her for the work she has been doing at the library. He noted that there wasn't a perfect person for any job, however, it takes a lot for someone to acknowledge that they will do their best to execute in the best interest of the library and the community.

President Vargas announced that the next regularly scheduled Board Meeting would be held on Monday, May 10, 2021 at 5:00 p.m. at the Cicero Public Library.

**Adjourn Meeting**

Trustee Hernandez made a motion to adjourn the meeting at 5:20 p.m. Vice-President Godinez seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Godinez, Trustees Hernandez, Esposito, Grazzini and Secretary Carroll. Nays: None. Absent: Trustee Salvino. Motion carried.

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Maureen Carroll, Secretary