

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, SEPTEMBER 13, 2021

President Vargas called the meeting to order at 5:03 p.m.

President Vargas also noted that Due to Covid-19, the board meeting will also 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 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

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

The Pledge of Allegiance was recited.

President Vargas welcomed District 99 Board President Tom Tomschin, who was present for the meeting.

Minutes

Trustee Grazzini made a motion to accept and place on file the June 14, 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 Esposito, Hernandez, Grazzini and Secretary Carroll. Nays: None. Absent: Trustee Salvino. Motion carried.

Bills

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

Trustee Esposito made a motion to ratify the August 2021 bills approved by the Administrative Director as presented. Trustee Grazzini seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Godinez, Trustees

Esposito, Hernandez, Grazzini and Secretary Carroll. Nays: None. Absent: Trustee Salvino. Motion carried.

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

Salaries

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

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

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

Administrative Director's Report

Library Director Sandra Tomschin noted that her monthly report was in their packet and asked them if they had any questions.

The reported in their packet noted that there were no covid19 related issues in June, July or August and they continue with the sanitizing of the areas and practicing social distance. She noted that the library is in compliance with the Governor's Order for mask-wearing mandate for everyone visiting the library.

She reported that the plans continue with the 100-year anniversary planning, with the cookbook being in the publishing phase. She also noted the special events that have taken place to commemorate the 100-year anniversary as noted below:

- Pet Parade – July 16, 21021
- Open House/Ice-Cream Social – August 13, 2021
- Library Birthday Party/Magic Show – September 4, 2021

She note the upcoming events as noted below:

- Mexican Independence Parade – September 19, 2021 at 12:00 p.m.
 - Blessing/Dedication of the Cicero Public Library – September 28, 2021 at 12:00 p.m.
- She noted the library opened the doors for the first time on September 28, 1921.

- Participation in events with District 99 and summer in the park.
- Murder at the Library Dinner on October 2, 2021, rsvp required, tickets \$50.00 per person.
- Houby Day Parade – October 10, 2021 at 12:00 p.m.

Library Director Sandra Tomschin also noted that she continues to work with the Policy/Procedure Manual for employees and hired attorney Julie Diemer to assist with this project. She also noted that they are working on the strategic plan and a community survey has been started. She also visited other libraries to see what type of services she can bring back to the library. She noted the library's equipment is outdated and may need to be upgraded. She noted the In-Service Day was scheduled for December 3, 2021. She indicated that the police department would do a presentation of an active shooter to prepare the staff in the event of an emergency. She indicated she would reach out to neighboring libraries in case they want to attend.

She also reported that Boys Club donated books, which were disseminated at several events. Paisan's also donated gift cards which were given to the participants of the summer reading club. El Porvenir donated cupcakes for the Magic Show and La Michoacana donated ice cream for the ice cream social. She indicated she was excited and happy for the community's collaboration for the library's celebration.

Trustee Grazzini applauded Library Director Tomschin and the library for making the library visible at various events. He said all library events have been wonderful and it was great to see the families visiting the library.

Library Director Tomschin also noted that it was nice to see a big turnout for the Magic Show. She also noted that there would be story time and games for the Halloween celebration that is being held on October 30, 2021.

President Vargas also commended the library for all the wonderful events. He noted that visiting other libraries for ideas to implement in the library is amazing. He talked about the garden that is outside and noted it was nice to have an outside area to have the parents and children engage in story time. He thanked Library Director Tomschin for all her continued hard work.

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

Department Reports

Trustee Grazzini Hernandez made a motion to accept the reports for the Circulation Department for the months of June, July and August 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 Esposito, Hernandez, Grazzini and Secretary Carroll. Nays: None. Absent: Trustee Salvino. Motion carried.

Trustee Hernandez made a motion to accept the reports for the Technical Services Department for the months of June, July and August 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 Esposito, Hernandez, Grazzini and Secretary Carroll. Nays: None. Absent: Trustee Salvino. Motion carried.

Trustee Esposito made a motion to accept the reports for the Reference Department for the months of June, July and August 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 Esposito, Hernandez, Grazzini and Secretary Carroll. Nays: None. Absent: Trustee Salvino. Motion carried.

Trustee Hernandez made a motion to accept reports for the Youth Services Department for the months of June, July and August 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 Esposito, Hernandez, Grazzini and Secretary Carroll. Nays: None. Absent: Trustee Salvino. Motion carried.

Correspondence

Letter from Town President Larry Dominick congratulating the library and the Board of Trustees for celebrating 100 years and thanking them for their service to the community.

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

Award Letter from Secretary of State for the for the Per Capita Grant
\$ 123,739.23.

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

A card from the Pat Terracino family thanking the library for the beautiful flowers in honor of Pat Terracino, former Director of the library.

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

A letter from Socher family with a donation to the library in honor of Pat Terracino in the amount of \$ 250.00. She also reported that another donation was received in memory of Pat Terracino in the amount of \$ 75.00 from Mathew and Lea Bershaw.

Library Director Tomschin reported that Pat Terracino loved books and that she started the senior reading club in Cicero.

Library Director Tomschin demonstrated a little library house that was made and said it would be placed in the garden area. She noted it would have a plaque dedicated to Pat Terracino and noted that an unveiling ceremony would be scheduled in October.

President Vargas also talked about having mini library stands throughout the community to promote and engage the community in reading.

Unfinished Business

Library Director Sandra Tomschin reported there was none to report.

New Business

Trustee Grazzini made a motion to approve the closure of the library to the public on Friday, October 1, 2021, to prepare for the 100-year anniversary gala event on October 2, 2021. Trustee Hernandez seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Godinez, Trustees Esposito, Hernandez, Grazzini and Secretary Carroll. Nays: None. Absent: Trustee Salvino. Motion carried.

Public Comments

District 99 Board President Tomschin congratulate the library on their 100-year anniversary. He also thanked the library for inviting him to sing happy birthday at the Magic Show.

Executive Session

There was no need for an Executive Session

President Godinez announced that the next regularly scheduled Board Meeting would be held on Wednesday, October 13, 2021 at 5:00 p.m. at the Cicero Public Library.

Adjourn Meeting

Trustee Hernandez made a motion to adjourn the meeting at 5:32 p.m. Vice-President Godinez seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Godinez, Trustees Esposito, Hernandez, Grazzini and Secretary Carroll. Nays: None. Absent: Trustee Salvino. Motion carried.

Maureen Carroll, Secretary