

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, NOVEMBER 8, 2021

President Vargas called the meeting to order at 5:05 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 Maureen Carroll called roll. The following Trustees were present: President Ismael Vargas, Trustees Rosemarie Esposito, Mary Hernandez, Anthony Grazzini and Maureen Carroll. Absent: Vice-President Fernando Godinez and Trustee Cynthia Salvino. Also present were Library Director Sandra Tomschin, Board Attorney Jayman Avery and Recording Secretary Maria G. Salinas.

The Pledge of Allegiance was recited.

President Vargas requested a moment of silence for Lorraine Walsh, former Trustee of the Town of Cicero, who recently passed away.

Minutes

Trustee Hernandez made a motion to accept and place on file the October 13, 2021 Regular Meeting Open Session Minutes as presented. Trustee Esposito seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Trustees Esposito, Hernandez, Grazzini and Secretary Carroll. Nays: None. Absent: Vice-President Vargas and Trustee Salvino. Motion carried.

Bills

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

Salaries

Trustee Grazzini made a motion to pay the October 2021 salaries as presented. Trustee Hernandez seconded the motion. Roll call: All Trustees present voting aye:

President Vargas, Trustees Esposito, Hernandez, Grazzini and Secretary Carroll.
Nays: None. Absent: Vice-President Vargas and Trustee Salvino. 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. They indicated none.

The report in their packet noted that there were no Covid19 related issues in the month of October and they continue with the sanitizing of the areas and practicing social distance. She noted that the library complies with the Governor's Order for mask-wearing mandate for everyone visiting the library.

Library Director Sandra Tomschin reported that she attended the Public Hearing for the Community Development Block Grant Coronavirus Funds (CDBG-CV) on October 26, 2021. She noted the library was in line for the \$250,000.00 in grant funds that would help to replace the old HVAC system in the library. The new system would be compliance units that would help prevent the spread of Covid19 through the air ventilation. She also reported that the final list of grants must be approved by the Board of Trustees in the Town of Cicero before grant agreements can be executed. She noted she was grateful for the support that the library has received from Town President Larry Dominick and the Board of Trustees.

She also reported that the 100-year anniversary cookbook was published and available at the library for a small donation.

She also noted that the library has participated in several community events to showcase the library, increase knowledge of their services and continue to connect with the community.

She also reported that the Unveiling of "Pat's Little Library" was a huge success with many in attendance. Honoring the memory of retired Library Director Patricia Terracino was a touching and emotional event, not only for her family, but also for her friends and library staff.

She also invited the Trustees to the upcoming "High Tea" event at the library on November 12, 2021 from 12:00 – 2:00 p.m.

She reported that Julie Diemer from Del Galdo Law Group would be at next month's meeting to present the update Employee Handbook. She also noted that they were in the final stage of the Strategic Plan and anticipated to present it to the Trustees at the next meeting in December.

The library will have their In-Service Day on Friday, December 3, 2021. The main topic will be safety and will also have a presentation from the local law enforcement on Active Shooter.

Trustee Grazzini made a motion to accept the Library Director's Report as presented in their packet and place on file. Trustee Hernandez seconded the motion. Roll call: All

Trustees present voting aye: President Vargas, Trustees Esposito, Hernandez, Grazzini and Secretary Carroll. Nays: None. Absent: Vice-President Vargas and Trustee Salvino. Motion carried.

Department Reports

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

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

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

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

Correspondence

Library Director Sandra Tomschin reported there was a note from Jim Terracino thanking the library for the Unveiling Ceremony of Pat's Little Library.

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

Unfinished Business

Library Director Sandra Tomschin reported there was none to report.

New Business

Trustee Grazzini made a motion to approve the Library Closing Dates for 2022 as presented. Trustee Hernandez seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Trustees Esposito, Hernandez, Grazzini and Secretary

Carroll. Nays: None. Absent: Vice-President Vargas and Trustee Salvino. Motion carried.

Trustee Hernandez made a motion to approve the Library Board of Trustees Meeting Dates for 2022 as presented. Trustee Esposito seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Trustees Esposito, Hernandez, Grazzini and Secretary Carroll. Nays: None. Absent: Vice-President Vargas and Trustee Salvino. Motion carried.

Executive Session

There was no need for an Executive Session

Public Comments

Library Attorney Avery noted there was nobody on the conference line to present any public comments.

President Vargas announced that the next regularly scheduled Board Meeting would be held on Monday, December 6, 2021 at 5:00 p.m. at the Cicero Public Library.

Adjourn Meeting

Trustee Hernandez made a motion to adjourn the meeting at 5:19 p.m. Trustee Esposito seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Trustees Esposito, Hernandez, Grazzini and Secretary Carroll. Nays: None. Absent: Vice-President Vargas and Trustee Salvino. Motion carried.

Maureen Carroll, Secretary