

**Minutes of the Meeting of the Board of Trustees
Melrose Park Public Library
June 2, 2020**

I. Call to Order & Roll Call

The regular meeting of the board of Trustees, Melrose Park Public Library was called to order by President Modugno at 6:33 p.m.

MEMBERS PRESENT: Trustee Alaimo, Trustee Cervone, Trustee Giuffre, Trustee Gustello, Trustee Maiello, & President Modugno

MEMBERS EXCUSED: Trustee Pesce

ALSO PRESENT: Interim Director Margaret Flanagan, & Attorney Russell Syracuse.

The Pledge of Allegiance was recited by all present.

II. Secretary's Report

Approval of Minutes

On a motion by Trustee Alaimo, seconded by President Modugno the minutes from May 5, 2020 were approved.

When the question was called, a unanimous "Aye" vote resulted: **Motion carried**

III. Correspondence

- None at this time

IV. Public Comment

- None

V. Treasurer's Report

Approval of Accounts Payable

On a motion by Trustee Alaimo, seconded by Cervone it was resolved that vouchers numbered **24485** through **25402** for **Apr (2) and May (1) 2020** in the amount of **\$18719.87** were approved.

When the question was called, a unanimous "Aye" vote resulted: **Motion carried**

Income/Expenditures Reports

VI. Interim Director's Report

Interim Director's Report (including Adult & Youth Services), June 2020

Interim Director Flanagan discussed the June 1, reopening of the library for computer appointments and curbside pickup of library items.

Library News

- The Library remained closed throughout the month of May in compliance with the Governor's Stay-at-Home Directive
- The Library will reopen for curbside pickup and appointment-only computer usage on June 1, 2020
- Curbside Communicator installed to facilitate curbside pick-up

May Vendor/Business Meetings

- Phone conferences with Versatile
- Versatile installed new public Computers

May Professional Meetings/Workshops

- SWAN weekly update Meetings
- PPE Use in the Public Library
- Ebsco Article Search for Reference Support
- SWAN Circulation Advisory/User Group
- Evergreen Park Public Library Curbside Pickup Video

Library Health & Safety Measures

- The updated Library Building Reopening Plan was implemented
- Safety shields have been installed
- PPEs have been acquired

VII. Attorney Report
None at this time

VIII. New Business
Library Reopening

Interim Director discussed the scheduling of employees into three shifts to accommodate rotating lunch breaks, but reported that due to current safety concerns, the 10am-6pm shift has been eliminated, allowing all library staff to leave by 5pm every day this week. She also reported that a staff member is posted by the front door as a security measure and that two staff members will go out to deliver curbside materials.

Library Director Position

Interim Director Flanagan was offered and accepted the position as Library Director of the Melrose Park Public Library.

IX. Executive Session

On a motion by Trustee Cervone and seconded by Trustee Alaimo it was resolved that the Board retire to Executive Session at 6:43pm

When the question was called, a unanimous "Aye" vote resulted: **Motion carried**

On a motion by President Modugno seconded by Trustee Gustello it was resolved that the Board reconvene the regular meeting at 6:47.m.

When the question was called, a unanimous "Aye" vote resulted: **Motion carried**

***Time was provided for members to discuss items not on the agenda.**

IX. Adjournment

On a motion by Trustee Alaimo seconded by President Modugno it was resolved that the Meeting be adjourned at 6:51pm

When the question was called, a unanimous "Aye" vote resulted: **Motion carried**

Approved: _____
Secretary/President