



Melrose Park Public Library

Melrose Park, Illinois

Board Meeting Minutes

January 5, 2021

6:30pm

President Modugno stated for the record that the meeting was being held via ZOOM with due public notice and access.

1. Call to Order

The Regular Meeting of the Board of Trustees for the Melrose Park Public Library was called to order at 6:32pm

2. Members Present: Trustees Alaimo , Cervone, Giuffre, Pesce, & President Modugno

Members Excused: Trustee Gustello

Also Present: Library Director Margaret Flanagan & Library Attorney Russell Syracuse

3. Pledge of Allegiance

The Pledge of Allegiance was recited by all present

4. Introduction of Visitors, Public Comment, Correspondence

- No visitors were present
- No correspondence

5. Approval of Minutes November 10, 2020 Board Meeting

On a motion by Alaimo, seconded by Pesce, the minutes from October 6, 2020 were approved unanimously by roll call vote.

6. Approval of Accounts Payable

On a motion by Cervone, seconded by Alaimo,
it was resolved that vouchers numbered **24611** through **24657** for
in the amount of **\$40,883.60** were approved unanimously by roll call vote.

7. Income Expenditures to Date

No questions

8. Attorney's Report

None

9. Director's Report

I would like to commend the staff for continuing to do a remarkable job under very difficult circumstances. While many neighboring libraries have closed their buildings, the MPPL has remained open thanks to the willingness of the staff to adapt, be flexible, and follow all recommended health and safety protocols.

Meetings & Trainings

- **Margaret:**
 - SWAN Fireside Chat
 - SWAN Quarterly
 - Meeting with Cintas rep to discuss PPE options
- **Margaret & Donna**
 - Meeting with representatives from TimeTrak Employee Tracking Systems
- **Margaret & Julia:**
 - SWAN Pre-Cat Training
- **Donna, Lizet, & Veronica:**
 - Circulation Advisory Group Meeting

Facilities & Business

- New roof wall flashing work was completed
- An automatic temperature screening kiosk was installed at the front of the library
- A new “touchless” time management system was acquired, allowing employees to clock in with individual fobs

Website

- The ETA for the upgraded Melrose Park Memories website is early January
- **Adult & Youth Services**
 - Plans for 2021 Adult Virtual Programming are in process
- Craft and Storytime videos and “Take & Make” projects continue
- A new “Books in a Bag” program has been introduced for patrons of all ages **Staff**

10. New Business

The Review of the Standards Requirements outlined *Serving Our Public 4.0* were discussed.

11. Executive Session

On a motion by Cervone, seconded by Alaimo, it was resolved that the Board retire to Executive Session at 6:36pm. This motion was approved unanimously by roll call vote.

On a motion by Alaimo, seconded by Cervone it was resolved that the Board reconvene the regular Meeting at 6:41pm. This motion was approved unanimously by roll call vote.

12. Adjournment

On a motion by Cervone and seconded by Alaimo it was resolved that the regular Meeting of the Board be adjourned at 6:43pm. The motion was approved by a unanimous roll call vote.

Submitted by: Margaret Flanagan, Library Director

Signed by: Carl Alaimo, MPPL Library Board Secretary _____