

**Library Board of Trustees  
Minutes of Meeting  
Online Meeting Held via Zoom Webinar  
September 23, 2020**

1. The meeting was called to order at 5:30 p.m. by President Lansford.
2. Members present: Maryka Baraka, Katie Blakeman, Trisha Crowley, Michael La Due, Charles Lansford, Minnie Pearson, Craig Rost, and Greg Stock

Members absent: Rajeev Malik

Library staff present: Donna Pittman, Amy Al-Shabibi, Jill Bouvet, Tricia Duzan, Nathan Hawkins, Kristina Hoerner, Debbie Keith, Brittany Millington, and Brandon Stokes

Visitors present: Kathryn Cataldo, Natalie Frankenberg, and Eric Wildhagen

3. Approve the Agenda:
  - Roll call vote for approval was obtained.
4. Approve the Minutes:
  - a. Regular Meeting Minutes, August 19, 2020
    - Hoerner indicated there were no comments.
    - MOTION by La Due to approve the Regular Meeting minutes of August 19, 2020 as presented; seconded by Blakeman. Roll call vote was obtained. All: Aye
5. Director's Report:
  - Pittman reported that operations are going well, and is proud of staff who have continued providing a high level of service to the community. Access staff has handled over 190,000 returned items since reopening, which require special handling and quarantining.
  - Pittman provided an update on the property tax disbursement delay from the County Treasurer's Office.
  - Mike Rogalla, Children's Services Manager, provided a report about resources and services for children, parents and teachers that support at-home learning.
  - Pearson was pleased to hear about the variety of things the library is offering and said it is appreciated.

- Blakeman agreed and stated she appreciates the at-home resources and said staff is doing an amazing job.
  - Baraka also expressed her thanks from the interactions (in person and virtually) and the way the library has made this transition to support schools, teachers, and the community, which is appreciated.
  - Lansford asked Rogalla to share the accolades with his staff.
6. Sole Source Purchase of Automated Materials Handling System Upgrade from Tech Logic, Inc.
- Hoerner indicated there were no comments.
  - Pittman explained that the conveyor system purchased in 2007 is in need of an upgrade and Tech Logic is the only company that makes, installs and services our equipment. Because it is a sole source purchase, putting this out for bid is not required by law.
  - MOTION by La Due to approve the sole source purchase of the system from Tech Logic, Inc. as presented; seconded by Baraka. Roll call vote was obtained. All: Aye
7. Financial Reports:
- Hoerner indicated there were no comments.
  - a. Approve “Check Register” and “Handwritten Checks” for August 2020:
    - MOTION by Pearson to file all expenditures as presented; seconded by La Due. Roll call vote was obtained. All: Aye.
  - b. FY 2020/21 Financial Statements:
    - Hoerner indicated there were no comments.
    - MOTION by La Due to accept all financials as presented; seconded by Pearson. Roll call vote was obtained. All: Aye.
8. Correspondence and Communications:
- None.
9. Committee and Liaison Reports:
- a. Champaign Public Library Foundation Report:
    - Rost reported that the Foundation added new members the board: Doug Fields, Liz McDonald, Patrick Keenan, and Nancy Sullivan.

b. Friends of the Champaign Public Library Report:

- Lansford reported the Friends are in the final planning stages to reopen the FriendShop soon and they are working on renewing memberships.

10. Comments from the Audience:

- Hoerner stated there were no comments.

11. Comments from the Board:

- Pearson stated that the NAACP Champaign County branch was giving away masks and sanitizers and some were delivered to Douglass Branch Library. A photo with Branch Manager, Essie Harris, was taken and added to their website.
- Rost stated the library management and operation is not something he worries about. It is a bright spot and he appreciates the staff.
- Lansford stated it is nice to see a success story occurring in the midst of all of the crises we are facing.

12. Next Meetings or Events:

- Regular Meeting, October 21, 2020, 5:30 p.m., via Zoom Webinar
- Regular Meeting, November 18, 2020, 5:30 p.m., via Zoom Webinar
- December 2020 – No meeting

13. Adjournment:

- Motion by Stock to adjourn the meeting at 6 p.m., seconded by Stock. Roll call vote was obtained. All: Aye.

Respectfully submitted,

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Charles Lansford, President

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Michael La Due, Secretary

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Jill Bouvet, Recorder