

Dunlap Public Library District

Special Board Meeting

6 June 2022, 6:00 PM

1. Call to Order/Roll Call

- a) President B. Puetz called the meeting to order of the Dunlap Public Library Board of Trustees at 6:00 PM in the meeting room
- b) The following members answered the Roll Call Vote:
 - i) Brian Puetz, Mary Nelson, Ron Holohan, Jim Emanuels via Zoom, Bonnie Windsor, Tracy Keyster, and Angie Dhall via Zoom. Absent: None
 - ii) Present Also: Laura Keyes-Kaplafka, Dunlap Public Library Director, Phil Lenzini, Dunlap Public Library District Attorney, and Kelly Kerckhove Dunlap Public Library District Marketing Coordinator acting as Secretary
- c) Guest(s) Present: Kathleen Christenson, Anna Huston, Robert Kaplafka, and one other guest who did not identify himself.

2. Public Comment

- a) Public comment was given by an individual concerning the events of May 2022 at the Dunlap Public Library.

3. Unfinished Business

- a) Personnel Discussion [This portion of the meeting may be held in Closed Session Pursuant to Section 5 ILCS 120/2(c)(1)]
- b) Security Discussion [This portion of the meeting may be held in Closed Session Pursuant to Section 5 ILCS 120/2(c)(8)]
- c) M. Nelson made a motion to move to Closed Session for Personnel and Security Discussions. [This portion of the meeting may be held in Closed Session Pursuant to Section 5 ILCS 120/2(c)(1) and Section 5 ILCS120/2(c)8]. T. Keyster seconded motion.

Roll Call Vote

YAY

NAY

ABSENTENTION

Brian Puetz

Mary Nelson

Ron Holohan

Tracy Keyster

Bonnie Windsor

Jim Emanuels via Zoom

Angie Dhall via Zoom

Motion passed unanimously by Roll Call Vote. The Board entered Closed Session at 6:06PM.

- i) M. Nelson made motion to begin Closed Session at 6:06PM. R. Holohan seconded motion.

Roll Call Vote

YAY

NAY

ABSENTENTION

Brian Puetz
Mary Nelson
Ron Holohan
Tracy Keyster
Bonnie Windsor
Jim Emanuels via Zoom
Angie Dhall via Zoom

Motion passed unanimously by Roll Call Vote to begin Closed Session.

- ii) Closed Session Opened at 6:06PM
 - (a) Personnel and Safety Discussion [This portion of the meeting may be held in Closed Session Pursuant to Section 5 ILCS 120/2(c)(1) and Section 5 ILCS120/2(c)(8)].
 - (b) Discussion concerning personnel and security.
- iii) M. Nelson made a motion to end the Closed Session. J. Emanuels seconded motion.

Roll Call Vote

YAY

NAY

ABSENTENTION

Brian Puetz
Mary Nelson
Ron Holohan
Tracy Keyster
Bonnie Windsor
Jim Emanuels via Zoom
Angie Dhall via Zoom

Motion passed unanimously by Roll Call Vote. Board entered back into Regular Session of the meeting at 6:56 PM.

- iv) B. Windsor made a motion to open the Regular Session of the Special Meeting. T. Keyster seconded motion.

Roll Call Vote

YAY

NAY

ABSENTENTION

Brian Puetz
Mary Nelson
Ron Holohan
Tracy Keyster
Bonnie Windsor

Jim Emanuels via Zoom

Angie Dhall via Zoom

Motion passed unanimously by Roll Call Vote. Board opened the Regular Session of the Special meeting at 6:56 PM.

d) Entered into Regular Session

- i) Board discussed and edited the draft of the Public Statement of the Dunlap Public Library District Board of Trustees.

(1) M. Nelson made a motion to approve the statement as an executive statement and summarization. R. Holohan seconded the motion. Discussion.

Roll Call Vote

YAY

NAY

ABSENTENTION

Brian Puetz

Mary Nelson

Ron Holohan

Tracy Keyster

Bonnie Windsor

Jim Emanuels via Zoom

Angie Dhall via Zoom

Motion passed unanimously by Roll Call Vote.

4. New Business

a) Posted Trustee Information

- i) T. Keyster inquired how much personal trustee information is required to be posted to the public
(1) Determined that only trustees' names and library emails are required.

- ii) T. Keyster made motion to remove trustees' addresses and phone numbers from postings. M. Nelson seconded motion.

Roll Call Vote

YAY

NAY

ABSENTENTION

Brian Puetz

Mary Nelson

Ron Holohan

Tracy Keyster

Bonnie Windsor

Jim Emanuels via Zoom

Angie Dhall via Zoom

Motion passed unanimously by Roll Call Vote.

b) New Website

- i) Director Keyes-Kaplafka presented the proposed new library website and asked the Board their opinions on the layout and usability. Discussion. Consensus is that the Board is pleased with proposed website.
- c) New Server
 - i) Director Keyes-Kaplafka presented to the Board two options for Server OS Upgrade options from SORA.
 - (1) Discussion.
 - (a) The Board directed that the second option, Server 2019 OS upgrade, be used.
- d) Nonresident Card and Fees
 - i) R. Holohan made motion to not offer nonresident card for FY2023. A. Dhall seconded motion.
 - (1) Discussion- there are very few areas near our district that are not part of an established library district.

Roll Call Vote

YEA

NAY

ABSENTENTION

- Brian Puetz
- Mary Nelson
- Ron Holohan
- Tracy Keyster
- Bonnie Windsor
- Jim Emanuels via Zoom
- Angie Dhall via Zoom

Motion passed unanimously by Roll Call Vote.

5. Announcements

- a) Next Board Meeting: 27 June at 6:00 PM

6. Adjournment

- a) A. Dhall made a motion for adjournment. B. Puetz seconded motion.

Roll Call Vote

YEA

NAY

ABSENTENTION

- Brian Puetz
- Mary Nelson
- Ron Holohan
- Tracy Keyster
- Bonnie Windsor
- Jim Emanuels via Zoom
- Angie Dhall via Zoom

Motion passed unanimously by Roll Call Vote at 9:05PM.

Respectfully submitted by Angie Dhall, Trustee Secretary as transcribed by Kelly Kerckhove in written notes