



**McHenry Public Library District**  
809 North Front Street  
McHenry, Illinois 60050  
Phone: 815.385.0036  
[www.mchenrylibrary.org](http://www.mchenrylibrary.org)

**MINUTES**  
**McHenry Public Library District**  
**Board of Library Trustees Regular Meeting**

**Date:** March 16, 2021  
**Time:** 7:00 P.M.  
**Location:** Library Meeting Room #135 and Virtual

**I. CALL TO ORDER**

A. President Reilly called the meeting to order at 7:01 p.m.

**II. ROLL CALL**

A. Roll was called and a quorum was established

**Members Present:** Bud Alexander, Margaret Carey (remotely; joined at 7:47 p.m.), Delphine Grala, Monica Leccese (remotely; joined at 7:04 p.m.), Susan Murphy, Charles Reilly, Jill Stone

**Members Absent:** None

**Also Present:** Barb Majka, Circulation Manager (remotely); Debbie Gunness, Business Manager; Deirdre Ehredt (remotely); Denise Grandon, IT Specialist; Jennifer May, HR Generalist; Kathy Lambert, PR Manager (remotely); Kathy Milfajt, Technical Services Manager (remotely); Lesley Jakacki, Executive Director; Pam Strain, Adult Services Manager (remotely); Zach Terrill, Adult Services Assistant Manager (remotely)

**III. PLEDGE OF ALLEGIANCE**

**IV. CORRECTIONS OR ADDITIONS TO THE AGENDA**

A. None

**V. PUBLIC COMMENT AND RECOGNITION OF VISITORS**

A. Members of the Public and Staff attending the meeting virtually and in-person were introduced.

**VI. SECRETARY'S REPORT – Monica Leccese, Secretary**

- A. Approval of Minutes of the February 16, 2021 Regular Board Meeting
- B. Approval of Minutes of the March 2, 2021 Special Board Meeting

Secretary Leccese informed the Board that she found the minutes for both meetings listed to be correct.

Stone moved and Murphy seconded a motion to approve Minutes of the January 19, 2021 Regular Board Meeting and the Minutes of the March 2, 2021 Special Board Meeting.

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Stone  
Nays: None  
Abstain: None  
Absent: Carey  
**Motion Passed**

**VII. TREASURER'S REPORT** – Delphine Grala, Treasurer

**A.** Approval of Monthly Financial Statements, Interim Check Report and Bill Reports for February/ March 2021, Additional Bills (Distributed night of meeting) and Petty Cash and Credit Card Reports (Distributed night of meeting)

The Board reviewed the financial statements and monthly invoices. Treasurer Grala brought to our attention the revised Balance Sheet for February 2021 distributed at the meeting. This revised document reflects an adjustment to clear the Retained Earnings line of the Liabilities and Equities section for the amount of \$611.00 from FY 2019/20.

Grala highlighted that the total expenditures of 8410-100 budget line are running over for the year due to increased spending for audit and accountant services to resolve issues with the FY 2019/20 financials.

Grala questioned why the revenues for the Grant Fund were low compared to the expected budgeted revenues. Jakacki mentioned that the previous Director anticipated receiving additional grant monies this year.

Alexander moved and Murphy seconded a motion to approve the Monthly Financial Statements, Interim Check Report and Bill Reports for February/ March 2021, Additional Bills, and Petty Cash and Credit Card Reports.

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Stone  
Nays: None  
Abstain: None  
Absent: Carey  
**Motion Passed**

**VIII. COMMUNICATIONS**

**A.** No communications to report

**IX. LIBRARIAN'S REPORT**

**A.** Librarian's Report

**1.** Jakacki highlighted the following items from the report: issues with leaks from the Library's roof; HR and Admin working with B2E, our payroll provider, to create Standard Operating Procedures; the spring *Preface* was mailed out to patrons; 290 patrons were served via curbside pick-up and the continued popularity of our Book Madness Tournament for tweens.

**B.** COVID-19 Service Model Changes

**1.** The Board was informed that with the move into Phase 4 the Library has been able to allow patrons to use technology and browse materials without appointments. We plan to have all staff return working their full hours in-library by mid-April.

- C. Updates on Projects
  - 1. Updates on the FY 2021/22 Budget process

X. **EXECUTIVE SESSION**

- A. To discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 section 2(c)(1).

- 1. None held.

XI. **OLD BUSINESS**

- A. None.

XII. **NEW BUSINESS**

- A. Contracts
  - 1. Toshiba Business Solutions/DocuWare

Reilly moved and Alexander seconded a motion to approve the Toshiba Business Solutions/DocuWare 3-year contract be paid monthly at \$265.00 for a total of \$9,540.00 over the life of the contract.

Ayes: Alexander, Carey, Grala, Leccese, Murphy, Reilly, Stone

Nays: None

Abstain: None

Absent: None

**Motion Passed**

- 2. AtoZ Databases

Grala moved and Carey seconded a motion to approve the AtoZ Databases 3-year contract for \$2,746.00 per year for a total of \$8,238.00 over the life of the contract

Ayes: Alexander, Carey, Grala, Leccese, Murphy, Reilly, Stone

Nays: None

Abstain: None

Absent: None

**Motion Passed**

- B. Dr. Seuss Books

- 1. Jakacki informed the Board of Trustees about the news regarding some Dr. Seuss titles that have been pulled from publication by the copyright holder due to what they consider offensive content. She mentioned that other libraries are finding their copies stolen from their shelves and being sold on auction sites in the wake of this news. Some libraries are removing the books from their collection due to the copyright holder's decision. Discussion ensued about censorship in libraries with the Board opinion that the books in question should remain available to patrons.

**XIII. ANY AND ALL OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD**

**A.** Treasurer Grala remarked that this was Trustee Carey's last Board Meeting as she is not running for re-election. The Trustees thanked Carey for her 7.5 years of service to the Board and Library and wished her well.

**XIV. ADJOURNMENT**

Murphy moved and Alexander seconded a motion to adjourn at 8:26 p.m.

Ayes: Alexander, Carey, Grala, Leccese, Murphy, Reilly, Stone

Nays: None

Abstain: None

Absent: None

**Motion Passed**

**Respectfully Submitted,**

  
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Monica Leccese, Secretary