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MINUTES

Board of Library Trustees of the Batavia Public Library District

Committee of the Whole Meeting

Thursday • 3 February 2022

MEETING TOOK PLACE VIA ELECTRONIC MEANS

1. **Call to Order**

Trustee Russo called the meeting of the Committee of the Whole Meeting to order at 6:01 p.m. and read the following statement.

This meeting of the Board of Library Trustees is held without a quorum of Trustees physically present and is authorized by the Government Emergency Administration Act (Public Act 101-0640; eff. 6/12/20).

Pursuant to said Public Act, which in part amended the Open Meetings Act, I have determined that an in-person meeting is neither practical nor prudent because of the COVID-19 disaster.

As a result, I have further determined that it is not feasible to require the physical presence of a Trustee, the Library Director, or the Library's attorney at the regular meeting location. The minutes of this meeting will include the foregoing statement.

2. **Call the Roll**

Trustee Fasano read the following statement.

Pursuant to the aforementioned Government Emergency Administration Act, please note that a roll call vote is now required for all motions. Further, as I call the roll, please verify that you can hear one another and can hear all discussion and testimony.

Committee Members Present via Electronic Means: Jennifer M. Culotta, Andrew R. Deitchman, Marianne E. Fasano, Christy L. Ford, Kathryn L. Hubbard, Elizabeth P. Larson, and Daniel R. Russo

Committee Members Absent: None

Staff Members Present via Electronic Means: Director George H. Scheetz, Stephanie A. DeYoung, Michele M. Domel, Kerry K. Halter, H. Joseph McKane, Kathy A. Moecher, Lisa M. Moore, Stacey L. Peterson, and Joanne C. Zillman

Visitors Present via Electronic Means: None

3. **Comments from the Audience**

There were no comments from the audience.

4. **Approve the Agenda**

Trustee Russo asked whether there were any changes to the agenda.

Motion by Trustee Hubbard to approve the agenda, as presented. Seconded by Trustee Culotta. Roll Call: Trustee Culotta, aye; Trustee Deitchman, aye; Trustee Fasano, aye; Trustee Ford, aye; Trustee Hubbard, aye; Trustee Larson, aye; Trustee Russo, aye. The motion carried, 7–0.

5. **Approve the Minutes**

Trustee Russo stated that consideration of the minutes for the Closed Session on Thursday, 4 November 2021, was deferred to a future meeting at the request of Director Scheetz.

a. Committee of the Whole Meeting, Thursday, 4 November 2021

Trustee Russo asked whether there were any changes to the minutes.

Motion by Trustee Deitchman to approve the minutes, as presented. Seconded by Trustee Larson. Roll Call: Trustee Culotta, aye; Trustee Deitchman, aye; Trustee Fasano, aye; Trustee Ford, aye; Trustee Hubbard, aye; Trustee Larson, aye; Trustee Russo, aye. The motion carried, 7–0.

b. ~~Closed Session, Thursday, 4 November 2021~~ — DEFERRED

6. **457 Prototype Plan** (Old Second Wealth Management | Old Second National Bank) (Standing Committee on Policy)

Trustee Russo stated that the purpose of this agenda item was to recommend the approval of a proposal from the Human Resources Manager to amend the Library’s 457 plan to include Roth accounts.

Director Scheetz reported that, since 1 July 2004, Batavia Public Library provides to its employees a deferred compensation plan as described in Section 457(b) of the Internal Revenue Code of 1986. The Library’s 457 plan is managed by Old Second Wealth Management | Old Second National Bank, a subsidiary of Old Second Bancorp Inc., of Aurora, Illinois.

A 457 plan is a type of non-qualified, tax-advantaged, deferred-compensation retirement plan that is available for governmental (and certain non-governmental) employers in the United States. The employer provides the plan, and the employee defers compensation into it on a pre-tax or after-tax (Roth) basis.

Director Scheetz noted that the Small Business Jobs Act of 2010 enabled 457(b) plans to include Roth accounts, which were previously only available in 401(k) and 403(b) plans. This change took effect 1 January 2011. Contributions to Roth accounts are made on an after-tax basis, but distributions of both principal and earnings are generally tax-free.

Old Second Wealth Management has now offered the Library (by Resolution of the Board of Library Trustees) the opportunity to amend its 457 plan to include Roth accounts, effective 1 March 2022. Discussion followed.

Trustee Russo expressed support for the proposal and suggested that it was a good opportunity for the Library's employees.

The consensus of the Committee of the Whole supported the proposal to amend the Library's 457 plan to include Roth accounts.

Motion by Trustee Hubbard to recommend that the Board of Library Trustees approve a proposal to amend the Library's 457 Prototype Plan to include Roth accounts and accept Roth contributions, as presented. Seconded by Trustee Culotta. Roll Call: Trustee Culotta, aye; Trustee Deitchman, aye; Trustee Fasano, aye; Trustee Ford, aye; Trustee Hubbard, aye; Trustee Larson, aye; Trustee Russo, aye. The motion carried, 7-0.

The Committee requested Director Scheetz to include this item on the Consent Agenda.

7. **Voluntary Employee Benefits** (Global Life Liberty National Division | Globe Life Inc.) (Standing Committee on Policy)

Trustee Russo stated that the purpose of this agenda item was to recommend the approval of a proposal from the Human Resources Manager for the Library to participate in "Worksite Advantage," a voluntary employee benefits program.

At Director Scheetz's request, Lisa M. Moore, the Library's Human Resources Manager presented an overview of "Worksite Advantage," a voluntary employee benefits program, which is offered by the Global Life Liberty National Division. (Globe Life is a marketing name of Globe Life Inc.).

In summary:—

- The plan is completely voluntary.
- Premiums are 100% paid by participating employees through payroll deduction.

Moore noted that, for some time, she has wanted to offer all employees a supplemental benefits program at no cost to the Library other than the time spent to manage the program, that is, administrative overhead. She reiterated that participation is voluntary and all costs for the supplemental benefits are paid by the participating employees. Discussion followed.

In response to a question from Trustee Russo, discussion followed on the selection and vetting process. Moore noted that a well-known client is the Dallas Cowboys.

In response to a question from Trustee Culotta, Moore reported that "Worksite Advantage" does not require a guarantee or a minimum number of participants. The only requirement is that the supplemental benefits program is offered to all employees.

The consensus of the Committee of the Whole supported the proposal to participate in "Worksite Advantage," a voluntary employee benefits program.

Motion by Trustee Larson to recommend that the Board of Library Trustees approve a proposal to participate in "Worksite Advantage," a voluntary employee benefits program offered by the Global Life Liberty National Division, as presented. Seconded by Trustee Deitchman. Roll Call: Trustee Culotta, aye; Trustee Deitchman, aye; Trustee Fasano, aye; Trustee Ford, aye; Trustee Hubbard, aye; Trustee Larson, aye; Trustee Russo, aye. The motion carried, 7-0.

The Committee requested Director Scheetz to include this item on the Consent Agenda.

8. **New Sign to Market Businesses in Downtown Batavia** (Batavia MainStreet) (Standing Committee on Facilities)

Trustee Russo stated that the purpose of this agenda item was to present a proposal from Batavia MainStreet to place a permanent sign / kiosk on the Library's campus for review and discussion.

Director Scheetz reported that Batavia MainStreet plans to install five signs / kiosks, designed by local artist Marc Adams, throughout downtown Batavia to house a downtown directory, upcoming events, and city information. One of the proposed sites, contingent upon the Library's approval, is on the Library's campus, in front of the memorial bench near the intersection of Wilson Street and Batavia Ave., placed parallel to Batavia Avenue.

He noted that the proposed location is adjacent to the apse—the semicircular, vaulted, projecting part of the building—which comprises the western portion of the Library Leaders Reading Room, often called the “quiet room” or the “fireplace room.”

Director Scheetz stated that he would like to support Batavia MainStreet; however, he does not support the proposed location, which would block the view of (and from) the bench, which is adjacent to a bus stop. Further, the sign, in the location proposed by Batavia MainStreet, would appear to the casual observer as the Library's sign, which may not work to the Library's advantage.

Finally, he said, most importantly, the sign would obstruct the view of the apse from both the sidewalk and the street—one of the most highly visible and pleasant views of the Library.

In a spirit of cooperation with Batavia MainStreet, Director Scheetz recommended that the Committee of the Whole adopt a motion to recommend that the Board of Library Trustees (a) support in concept the sign proposed by Batavia MainStreet, (b) reject the location proposed by Batavia MainStreet, and (c) authorize Director Scheetz to work with Batavia MainStreet to identify a mutually acceptable alternative location. A lively discussion ensued.

In response to an observation by Trustee Larson, discussion followed on the purpose of the program and whether it might place the Library in the awkward position of appearing to advertise private businesses and/or suggesting favoritism towards particular businesses.

Trustee Hubbard stated that she did not favor the proposed location for aesthetic reasons.

Trustee Deitchman noted that he had seen Batavia MainStreet's presentation to the City Council on the project, which he supports. While he expressed the belief that a vibrant downtown and supporting local business is good for the Library, he rejected the location proposed by Batavia MainStreet.

In response to questions from Trustee Hubbard and Trustee Ford, discussion followed on other possible locations on the Library's campus.

Trustee Russo presented a summary of key points.

- The Committee of the Whole, for the most part, and the Library Director support in concept the sign proposed by Batavia MainStreet.
- The Committee of the Whole and the Library Director reject the location proposed by Batavia MainStreet.
- The Committee of the Whole needs more information in order to proceed further.

The consensus of the Committee of the Whole was to authorize Director Scheetz to work with Batavia MainStreet to identify mutually acceptable alternative locations.

9. **Code of Ethics of the American Library Association** (Standing Committee on Policy)
{and}
10. **Public Library Trustee Ethics Statement** (Standing Committee on Policy)

Trustee Russo asked whether there were any objections to considering Agenda Item # 9 and Agenda Item # 10 collectively, with only one motion, second, and vote for both questions. There were no objections.

Trustee Russo stated that the purpose of these agenda items was (a) to present a proposal to adopt the latest version of the “Code of Ethics” of the American Library Association (Agenda Item # 9) and (b) to present a proposal to adopt the latest version of the “Public Library Trustee Ethics Statement” (Agenda Item # 10), both in compliance with Core Standard 6, as described in *Serving Out Public 4.0: Standards for Illinois Public Libraries*.

Director Scheetz noted that these agenda items were related to Goal A–1 (Standards for Illinois Public Libraries) of the Annual Goal Plan for Library Director (2021–2022).

The latest version of the “Code of Ethics” of the American Library Association (2022) reads as follows.

Code of Ethics of the American Library Association

As members of the American Library Association, we recognize the importance of codifying and making known to the profession and to the general public the ethical principles that guide the work of librarians, other professionals providing information services, library trustees[,] and library [employees].

Ethical dilemmas occur when values are in conflict. The American Library Association Code of Ethics states the values to which we are committed, and embodies the ethical responsibilities of the profession in this changing information environment.

We significantly influence or control the selection, organization, preservation, and dissemination of information. In a political system grounded in an informed citizenry, we are members of a profession explicitly committed to intellectual freedom and the freedom of access to information. We have a special obligation to ensure the free flow of information and ideas to present and future generations.

The principles of this Code are expressed in broad statements to guide ethical decision making. These statements provide a framework; they cannot and do not dictate conduct to cover particular situations.

- I. *We provide the highest level of service to all library users through appropriate and usefully organized resources; equitable service policies; equitable access; and accurate, unbiased, and courteous responses to all requests.*
- II. *We uphold the principles of intellectual freedom and resist all efforts to censor library resources.*
- III. *We protect each library user’s right to privacy and confidentiality with respect to information sought or received and resources consulted, borrowed, acquired[,] or transmitted.*
- IV. *We respect intellectual property rights and advocate balance between the interests of information users and rights holders.*
- V. *We treat co-workers and other colleagues with respect, fairness, and good faith, and advocate conditions of employment that safeguard the rights and welfare of all employees of our institutions.*
- VI. *We do not advance private interests at the expense of library users, colleagues, or our employing institutions.*

- VII. *We distinguish between our personal convictions and professional duties and do not allow our personal beliefs to interfere with fair representation of the aims of our institutions or the provision of access to their information resources.*
- VIII. *We strive for excellence in the profession by maintaining and enhancing our own knowledge and skills, by encouraging the professional development of co-workers, and by fostering the aspirations of potential members of the profession.*
- IX. *We affirm the inherent dignity and rights of every person. We work to recognize and dismantle systemic and individual biases; to confront inequity and oppression; to enhance diversity and inclusion; and to advance racial and social justice in our libraries, communities, profession, and associations through awareness, advocacy, education, collaboration, services, and allocation of resources and spaces.*

Adopted at the 1939 Midwinter Meeting by the ALA Council; amended June 30, 1981; June 28, 1995; January 22, 2008; and June 29, 2021.

Director Scheetz stated that the original version of the “Ethics Statement for Trustees” was adopted by the Board of Library Trustees on 19 September 2000. It was since revised.

The latest version of the “Public Library Trustee Ethics Statement” (2012) reads as follows.

Public Library Trustee Ethics Statement

Public library Trustees are accountable for the resources of the library as well as to see that the library provides the best possible service to its community.

Every Trustee makes a personal commitment to contribute the time and energy to faithfully carry out his/her duties and responsibilities effectively and with absolute truth, honor and integrity.

- *Trustees shall respect the opinions of their colleagues and not be critical or disrespectful when they disagree or oppose a viewpoint different than their own.*
- *Trustees shall comply with all the laws, rules and regulations that apply to them and to their library.*
- *Trustees, in fulfilling their responsibilities, shall not be swayed by partisan interests, public pressure or fear of criticism.*
- *Trustees shall not engage in discrimination of any kind and shall uphold library patrons’ rights to privacy in the use of library resources.*
- *Trustees must distinguish clearly in their actions and statements between their personal philosophies and attitudes and those of the library, acknowledging and supporting the formal position of the Board even if they disagree.*
- *Trustees must respect the confidential nature of library business and not disclose such information to anyone. Trustees must also be aware of and in compliance with Freedom of Information laws*
- *Trustees must avoid situations in which personal interests might be served or financial benefits gained as a result of their position or access to privileged library information, for either themselves or others.*
- *A Trustee shall immediately disqualify him/herself whenever the appearance of or a conflict of interest exists.*
- *Trustees shall not use their position to gain unwarranted privileges or advantages for themselves or others from the library or from those who do business with the library.*

- *Trustees shall not interfere with the management responsibilities of the director or the supervision of library staff.*
- *Trustees shall support the efforts of librarians in resisting censorship of library materials by groups or individuals.*

The original statement was developed by the American Library Trustee Association (ALTA) and the Public Library Association (PLA) Common Concerns Committee. It was adopted by both the ALTA and PLA Boards in July 1985, amended by ALTA in July 1988, and approved by PLA in January 1989.

The latest version was (presumably developed by and) approved in January 2012 by the Board of Directors of United for Libraries: Association of Library Trustees, Advocates, Friends, and Foundations, a division of the American Library Association.

Trustee Russo observed that both statements are important for the work of the Board of Library Trustees.

Motion by Trustee Russo to recommend that the Board of Library Trustees (a) adopt the latest version of the “Code of Ethics” of the American Library Association, as presented, and (b) adopt the latest version of the “Public Library Trustee Ethics Statement,” as presented. Seconded by Trustee Culotta. Roll Call: Trustee Culotta, aye; Trustee Deitchman, aye; Trustee Fasano, aye; Trustee Ford, aye; Trustee Hubbard, aye; Trustee Larson, aye; Trustee Russo, aye. The motion carried, 7–0.

The Committee requested Director Scheetz to include this item on the Consent Agenda.

11. **Succession Plan** (Progress Report 2) (Standing Committee on Policy)

Trustee Russo stated that the purpose of this agenda item was described in the Action Steps (below).

Annual Goal Plan for Library Director (2021–2022): Goal B–1 (Succession Issues) →

Create a succession plan for key positions in the Library’s personnel complement.

Action Steps

- (1) Gather sample policy statements and plans from public libraries and other comparable organizations.
- (2) Identify key positions for inclusion in the succession plan.
- (3) **Progress Report 1**—Committee of the Whole on 4 November 2021 (review key positions; revise as needed; provide further direction)
- (4) Develop a “Succession Plan,” which may include a description of competencies and key tasks for each position, as well as a plan for developing future leaders from among the personnel complement
- (5) **Progress Report 2**—Committee of the Whole on 3 February 2022 (review succession plan; revise as needed; either recommend to the Board of Library Trustees for approval or provide further direction)

Director Scheetz reported that, in order to demonstrate progress, a 1st draft of a proposed “Succession Plan” was included in the Committee packet for review, discussion, and further direction.

He gave kudos to Lisa M. Moore, the Library’s Human Resources Manager, for her work on the pln. Discussion followed.

Trustee Russo expressed appreciation for the specificity in relation to the Library Director’s position. In addition, he requested a greater level of detail for the other key positions, such as, for example, the Library Accountant / Finance Specialist.

Trustee Culotta expressed agreement with Trustee Russo’s observations and requested a greater level of detail, as well, for Electronic Services and the Library’s information technology function, which currently is outsourced to Webit Services Inc.

12. **Comments from the Committee of the Whole**

West Suburban & Chicago Library Legislative Meet-Up: Trustee Russo presented a brief overview of a Library Legislative Meet-Up, which he attended via Zoom a on Monday, 24 January 2022.

Celebrating 20 Years! Trustee Ford expressed her appreciation to Director Scheetz for the wonderful “Celebrating 20 Years!” shirt and other anniversary swag.

In response to a question from Trustee Hubbard vis-à-vis the Trustees’ role during the building’s 20th anniversary year, Director Scheetz suggested that Trustees continue to embrace their role as a citizen-advocates for Batavia Public Library and the freedom to read.

13. **A closed session** for “Deliberations concerning salary schedules for one or more classes of employees,” as authorized by 5 ILCS 120/2(c)(2) and for “Setting ... a price for ... lease of property owned by the public body,” as authorized by 5 ILCS 120/2(c)(6)

Motion by Trustee Russo to enter into closed session for the purposes stated. Seconded by Trustee Fasano. Roll Call: Trustee Culotta, aye; Trustee Deitchman, aye; Trustee Fasano, aye; Trustee Ford, aye; Trustee Hubbard, aye; Trustee Larson, aye; Trustee Russo, aye. The motion carried, 7–0.

The Committee of the Whole entered closed session at 6:47 p.m.

The Committee of the Whole returned to open session at 8:05 p.m.

14. **New Salary Schedule and Related Improvements** (Standing Committee on Policy)

This agenda item was deferred to a future meeting.

15. **Flyleaf Bakery Café** (Standing Committee on Policy)

This agenda item was deferred to a future meeting.

16. **Future Agenda Items**

In the absence of separate committee meetings, this report is provided for purposes of information and planning.

a. **Facilities Issues** (Trustee Deitchman, *Chair*)

The focuses of Facilities Issues are building & grounds, technology, and related policies and services. Such issues generally (but not exclusively) have an internal approach; that is, work is directed to the physical library and its campus.

- Architectural Services (Master Plan and Concept Design)
- Independent Technology Audit
- Technology Plan
- Walk the Property
- Wi-Fi System
- Annual Schedule of Capital Projects (July–August 2022)

- Proper Storage for Paintings and Other Works of Art when Not on Public Display
- Streetscape Project (City of Batavia): Water Street

b. **Finance Issues** (Trustee Culotta, *Chair*)

The focuses of Finance Issues are budget & finance and related policies and services.

- Note: A schedule of future agenda items is included in the Committee packet for purposes of information and planning.
- Policy on Fines and Fees (March–April 2022)

c. **Outreach Issues** (Trustee Larson, *Chair*)

The focuses of Outreach Issues are marketing & public relations, community engagement, art, and related policies and services, and Recognition as a Library Leader. Such issues generally (but not exclusively) have an external approach; that is, direct service to users and the community.

- Technology Advisory Group (TAG)
- Policy on Exhibit Spaces, Bulletin Boards, and Literature Racks
- Telephone for Public Use
- Recognition as a Library Leader (April 2023)

d. **Policy Issues** (Trustee Russo, *Chair*)

The focuses of Policy Issues are human resources, related policies and services, strategic planning, and general policies.

- Calls for Action, Media Relations, and Other Communications (March 2022)
- Minimum Wage Law: Transition Plan for Year 4 (February 2022)
- Succession Issues
- Policy on Reference Service (March 2022)
- Standards for Illinois Public Libraries: Review of Standards
- Standards for Illinois Public Libraries: Accessibility of Policy Statements
- Visibility
- Retrospective Review [of the Temporary Closure in Relation to COVID-19 Crisis]
- Bylaws of the Board of Library Trustees
- Policy on Leave of Absence without Pay
- Organizational Identity: Statement of Purpose (Trust & Track Institute) (April 2021)
- Organizational Identity: Statement of Vision
- Cannabis Regulation and Tax Act [410 ILCS 705 et seq.]
- Policy on Reimbursement of Employee Expenses (pursuant to 820 ILCS 115 / 9.5)
- Policy on a Safe and Healthful Workplace
- Self-Appraisal for Board of Library Trustees (April 2022)
- Personnel Complement Detail and Authorized Personnel Strength (June 2022)

17. **Next Meetings or Events**

- a. *PechaKucha Night™ Batavia, Volume 20, presented by Batavia Public Library and Batavia Park District, will feature “Beauty in Energy: More Fan Favorites” as part of the 2022 Fermilab “Virtual Family Open House” on Thursday, 10 February 2022. Relax. Listen. Talk. Connect.*

- b. *Lincoln's Birthday, Saturday, 12 February 2022, Library Open [I]*
- c. ***Board of Library Trustees (Regular Meeting), Tuesday, 15 February 2022, 6:00 p.m., Meeting Will Take Place via Electronic Means***
- d. *Washington's Birthday (Observed) (3rd Monday in February) — official name (5 U.S. Code 6103); also known unofficially as Presidents Day — Monday, 21 February 2022, Library Open [F]*
- e. *Casimir Pulaski's Birthday (Observed) (1st Monday in March), Monday, 7 March 2022, Library Open [I]*
- f. {NEW} *Read Across America Day, Wednesday, 2 March 2022 — annual event on or near March 2, the birthday of Dr. Seuss*
- g. ***Board of Library Trustees (Committee of the Whole Meeting), Thursday, 3 March 2022, 6:00 p.m., Meeting Will Take Place via Electronic Means***
- h. *Daylight Saving Time Begins at 2:00 a.m. (2nd Sunday in March), Sunday, 13 March 2022*
- i. ***Board of Library Trustees (Regular Meeting), Tuesday, 15 March 2022, 6:00 p.m., Meeting Will Take Place via Electronic Means***
- j. *Freedom of Information Day, Wednesday, 16 March 2022 — annual event on or near March 16, the birthday of James Madison (1751–1836), who is widely regarded as the Father of the Constitution and the foremost advocate for openness in government*
- k. *National Library Week (65th Annual Observance, 1958–2022, yet only the 64th anniversary), Sunday–Saturday, 3–9 April 2022 — to celebrate libraries and librarians and the pleasures and importance of reading, and invite library use and support — 2022 Theme: “Connect with Your Library”*
- l. *140th Anniversary of the Board of Library Trustees of the Batavia Public Library (4 April 1882–2022), Monday, 4 April 2022*
- m. *141st Anniversary of the Batavia Public Library (5 April 1881–2022), Tuesday, 5 April 2022*
- n. ***Board of Library Trustees (Committee of the Whole Meeting), Thursday, 7 April 2022, 6:00 p.m., Meeting Will Take Place via Electronic Means***
- o. *National Drop Everything and Read (D.E.A.R.) Day, Tuesday, 12 April 2022 — annual celebration on April 12, the birthday of Beverly Cleary (1916–2021) — who wrote about D.E.A.R. in *Ramona Quimby, Age 8* — to remind and encourage families to make reading together on a daily basis a family priority [Note: The sponsors now promote D.E.A.R. as a month-long event in April.]*
- p. *Good Friday, Friday, 15 April 2022, Library Open [I]*
- q. *Easter, Sunday, 17 April 2022, Library Closed*
- r. ***Board of Library Trustees (Regular Meeting), Tuesday, 19 April 2022, 6:00 p.m., Meeting Will Take Place via Electronic Means***

- s. *Preservation Week (13th Annual Observance, 2010–2022), Sunday–Saturday, 24–30 April 2022 — launched by the Association for Library Collections & Technical Services (ALCTS) — now Core: ... — to celebrate collecting and preservation on the community level (&c.)*
- t. *Día = El día de los niños / El día de los libros (Children’s Day / Book Day) (27th Annual Observance, 1996–2022), — Saturday, 30 April 2022 — a celebration of children, families, and reading; emphasizes the importance of advocating literacy for every child regardless of linguistic and cultural background*
- u. *Children’s Book Week (104th Annual Observance), Monday–Sunday, 2–8 May 2022 — “A great nation is a reading nation.”—Melcher*
- v. ***Board of Library Trustees (Committee of the Whole Meeting), Thursday, 5 May 2022, 6:00 p.m., Meeting Will Take Place via Electronic Means***

18. **Adjournment**

Motion by Trustee Fasano Hubbard to adjourn the meeting. Seconded by Trustee Ford. Roll Call: Trustee Culotta, aye; Trustee Deitchman, aye; Trustee Fasano, aye; Trustee Ford, aye; Trustee Hubbard, aye; Trustee Larson, aye; Trustee Russo, aye. The motion carried, 7–0.

Trustee Russo declared the Committee of the Whole meeting adjourned at 8:09 p.m.

Respectfully submitted,

Daniel R. Russo
President

Marianne E. Fasano
Secretary

