Closed session for the purpose of deliberations concerning compensation of specific employees in compliance with 5 ILCS 120/2 (C) (1) and for security procedures per 5 ILCS 120/(C) (8)

Closed Session Minutes

1. Call to order of closed session

The closed session of the Board of Library Trustees Regular Meeting was called to order by President Brauer at 7:44 p.m.on January 21,2025, and was audio recorded in its entirety. The closed session was for the purpose of deliberations concerning compensation of specific employees in compliance with 5 ILCS 120/2 (c) 1 and for security procedures per 5 ILCS 120/2(C) (8)

2. Roll call

Upon roll call, Trustees Boland, Brauer, DeRosa, Jefferson, Sherry, True, and Westhoff were physically present.

3. Introduction of visitors

Executive Director Melissa Gardner, Assistant Director Susan Conner and Human Resource Manager Darcie Abreu.

4. Discussion

Executive Director Gardner reported that adjustments needed to be made to the previously approved Salary Schedule based on an additional review of the job description for the Collections Services Associate II. She also reported that due to an error in the Salary Adjustment letter issued to staff, a corrected salary adjustment letter was issued to eleven staff members.

Executive Director Gardner also briefed the board that staff is preparing for potential immigration raids. Staff training has been conducted on security procedures and how to handle requests for personal information about members. Staff have gathered immigration resources which are available to members. The board

reviewed a communications statement which would be issued if an immigration raid occurs at the library.

5. Reconvene to regular session
President Brauer reconvened the meeting to regular session at 8:14 P.M. p.m.

Prepared by: Maureen DeRosa

Approved: _February 18, 2025_

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Trustee

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Trustee