

**DOWNERS GROVE PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES  
FEBUARY 23, 2022, 7:30 P.M.  
LIBRARY MEETING ROOM**

**MINUTES**

1. **Call to Order.** President Graber called the meeting to order at 7:30 p.m.
2. **Roll Call.** Members present: Trustee Carissa Dougherty, Trustee Swapna Gigani, Trustee David Humphreys, Trustee Barnali Khuntia, President Jonathan Graber. Absent: None.

Also present: Library Director Julie Milavec, Assistant Library Director Jen Ryjewski, Business Office Manager Katelyn Vabalaitis, Media Lab Coordinator Ed Bromiel.

3. **Welcome to Visitors.** President Graber welcomed visitors and thanked them for their interest in the library.
4. **Approval of Minutes.**
  - a. January 26, 2022 Regular Meeting. It was moved by Dougherty and seconded by Khuntia THAT the Minutes of the January 26, 2022 Regular Monthly Meeting be approved as presented. Roll call: Ayes: Dougherty, Gigani, Humphreys, Khuntia, Graber. Nays: None. Abstentions: None.
5. **Financial Matters.**
  - a. FY2021 Final Financial Reports. Library Director Milavec presented the report. The Board received the final fiscal year 2021 numbers, though Milavec noted that the reports may change slightly with the Village's audit. The library received 102.73% of projected revenue and spent 96.9% of projected expenditures. For the Capital Replacement Fund, the library only spent about 61% of the budgeted amount, which can be attributed to the roofing project going so well.
  - b. January 2022 Financial Report. Library Director Milavec presented the report. The library is 8.3% through the year after one month. Revenues collected are at 0.88%, which is typical for January. Expenditures are 6.9% spent. The Capital Replacement Fund has two large payments up for approval this month. One is for the electrical relay panel project and the other is the deposit for the elevator. President Graber asked why the cash and investments total does not match the library fund total in the fund balance report. Milavec will talk to the Village and report back at the next meeting.

- c. February 2022 Invoices. It was moved by Humphreys and seconded by Gigani THAT payment of February 2022 Capital Replacement Fund invoices totaling \$91,153.49, the payment of February 2022 Operating Fund invoices totaling \$78,386.05, the acceptance of February 2022 credit memos totaling \$96.46, and the ratification of January 2022 payrolls totaling \$247,749.20 be approved. Roll call: Ayes: Dougherty, Gigani, Humphreys, Khuntia, Graber. Nays: None. Abstentions: None.
6. **Public Comment on Agenda Items**. President Graber invited comment. There was none.
7. **Public Comment on Other Library Business**. President Graber invited comment. There was none.
8. **New Business**.
  - a. Product Architecture Workroom Reconfiguration Letter of Agreement. The workroom reconfiguration project was added to the Capital Replacement Fund for this year and it may carry over to next year. The Letter of Agreement will get the planning process started. Dan Pohrte and Tiffany Nash from Product Architecture and John Shales and Jason Perunas from Shales McNutt met with library staff to talk about the project and the library's budget, vision, and priorities. All Letters of Agreement with the architects become addenda to the original contract with the firm. They went with a flat fee for the project, which includes the planning process for the renovation.

It was moved by Gigani and seconded by Khuntia THAT the Letter of Agreement with Product Architecture for the 2022 Workroom Reconfiguration Project in the amount of \$22,000.00 be approved as presented. Roll call: Ayes: Dougherty, Gigani, Humphreys, Khuntia, Graber. Nays: None. Abstentions: None.

- b. Bibliotheca Annual Service and Maintenance Agreement Renewal. Library Director Milavec noted that new self-checks were purchased at the beginning of 2020 and they have finally come off of their first year warranties that were included in the purchase price. While the annual price has gone up with the warranty expirations, it is still below the amount the library was paying before the new self-check units were purchased.

It was moved by Khuntia and seconded by Gigani THAT the Bibliotheca Annual Service and Maintenance Agreement in the amount of \$39,389.11 be approved. Roll call: Ayes: Dougherty, Gigani, Humphreys, Khuntia, Graber. Nays: None. Abstentions: None.

- c. Personnel Policy Updates to Sections 3.55 Sick Leave and 3.61 Victims' Economic Security and Safety Act (VESSA). Library Director Milavec discussed the change to the sick leave policy, noting that many staff were confused about the language previously used. It now states that if staff miss more than three consecutive work shifts, they must have a doctor's note to return. Previously, it read as missing three consecutive days, which became an equity issue among staff who did not have health insurance and had to take on an economic burden to acquire a doctor's note. The Board discussed the possibility of removing the doctor's note requirement completely in the future. The proposed changes to VESSA came from the changes made to the VESSA act to include gender and other crimes of violence.

It was moved by Humphreys and seconded by Gigani THAT the updates to Personnel Policy Sections 3.55 Sick Leave and 3.61 Victims' Economic Security and Safety Act (VESSA) be approved as presented. Roll call: Ayes: Dougherty, Gigani, Humphreys, Khuntia, Graber. Nays: None. Abstentions: None.

- d. VAV Replacement Proposal. VAV replacements are included in the Capital Replacement Fund budget every year. No replacements were completed in 2021, so Building Operations Director Ian Knorr is ready to do the next round. The VAV boxes are purchased from Trane and installed by Hayes Mechanical.

It was moved by Gigani and seconded by Dougherty THAT the expenditures from the Library Capital Replacement Fund for the purchase of VAV boxes from Trane in the amount of \$28,877.00 and the installation by Hayes Mechanical in the amount of \$23,500.00 be approved. Roll call: Ayes: Dougherty, Gigani, Humphreys, Khuntia, Graber. Nays: None. Abstentions: None.

## 9. **Unfinished Business.**

- a. COVID-19 Response and Phased Reopening Plan. In early February, the decision was made to reopen conference rooms and bring back in-person programming. When the Illinois mask mandate is lifted, the library will move to masks optional. Masks will be required for children and family programs and staff will revisit that mask rule towards the end of March. The play café and play areas remain closed for the time being.

It was moved by Humphreys and seconded by Khuntia THAT the Library Director be reauthorized to continue to make temporary policy changes in consultation with the Board President and within the parameters of the COVID-19 Response and Phased Reopening Plan as presented. Roll call:

Ayes: Dougherty, Gigani, Humphreys, Khuntia, Graber. Nays: None.  
Abstentions: None.

**10. Library Director's Report.** Library Director Milavec presented her report. The new Statements of Economic Interest have dramatically changed for this year. Milavec outlined the updated requirements and noted the definitions and exemptions from the required information. The Equity Advisory Team had a great meeting last night and made a large amount of progress on the Equity Strategic Plan. Milavec hopes to bring the plan before the Board in the next couple of months. Milavec thanked Assistant Library Director Jen Ryjewski, Business Office Manager Katelyn Vabalaitis, and the rest of the Management Team for their work on the Illinois Public Library Annual Report, which will be included in next month's Board Packet. The ILA Reporter articles by library staff were included in the February packet. Many staff are attending the PLA bi-annual conference. Media Lab Coordinator Ed Bromiel, Computer Help Desk Supervisor Lauren Gonzalez, and Public Relations Manager Cindy Khatri will be presenting on the library's Cover to Cover podcast at the conference. Adult & Teen Services Assistant Manager Van McGary and Cindy Khatri were featured on the PLA podcast this month.

**11. Trustee Comments and Requests for Information.**

Trustee Humphreys heard so many new things at the meeting that make him very proud to be a library trustee.

**12. Adjournment.** President Graber adjourned the meeting at 8:19 p.m.

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**VILLAGE OF DOWNERS GROVE  
PLAN COMMISSION MEETING**

**March 7, 2022, 7:00 P.M.**

Chairman Rickard called the Marth 7th meeting of the Downers Grove Plan Commission to order at 7:00 p.m. and led the Plan Commissioners and public in the recital of the Pledge of Allegiance.

**ROLL CALL:**

**PRESENT:** Chairman Rickard, Commissioners Rector, Dmytryszyn, Johnson, Patel, Boyle, Maurer, Toth

**ABSENT:** Commissioner Roche

**STAFF:** Planning Manager Jason Zawila, Senior Planner Flora Leon,

**OTHERS**

**PRESENT:** Steve Friedland, Anne Oliva, Mike Lane and Stacey Lane

**APPROVAL OF MINUTES**

Chairman Rickard entertained a motion to approve the minutes.

**MINUTES OF THE JANUARY 31<sup>ST</sup>, 2022 AND FEBRUARY 7, 2022 PLAN COMMISSION MEETING WERE APPROVED ON MOTION BY COMMISSIONER DMYTRYSZYN, SECOND BY COMMISSIONER TOTH, MOTION PASSED BY VOICE VOTE OF 8-0.**

**PUBLIC HEARING**

Chairman Rickard explained the protocol for the public hearing process and swore in those individuals that would be speaking during the public hearing.

**FILE 22-PLC-0005: A PETITION SEEKING APPROVAL FOR A SPECIAL USE APPROVAL TO CONSTRUCT AN ACCESSORY STRUCTURE ON A LOT OF RECORD PRIOR TO THE CONSTRUCTION OF A PRINCIPAL STRUCTURE. THE PROPERTY IS CURRENTLY ZONED R-4, RESIDENTIAL DETACHED HOUSE 4, AND IS LOCATED AT 5240 LYMAN AVENUE (PIN 09-08-315-011). MICHAEL AND STACEY LANE, OWNER AND PETITIONER.**

Petitioners, Stacey and Mike Lane, 5234 Lyman Avenue, introduced themselves. Mrs. Lane noted that they owned both 5234 and 5240 Lyman Avenue. She explained that they wanted to request a special use permit to build a sports court on the southwest side of the vacant lot at 5240 Lyman Avenue. Mrs. Lane shared that while they had a rear garage and driveway at their residence an existing shade tree next to their driveway eliminated this space as an option for a sports court. Mrs. Lane explained that Lyman Avenue was a busy street and their children and their friends would

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benefit from a safe place to play after school. She then noted that placing the sports court in the rear yard would complement the feel of the neighborhood and that it would be professionally landscaped to blend both lots together. Mrs. Lane also shared that they had lived in the Randall Park neighborhood since 2016 and keeping the existing feel of the area is important to them. Finally, she noted that they understood that prior to the sale of the properties the sport court would need to be removed.

Chairman Rickard noted for the record that the request was for a special use permit not a variance. Ms. Flora Leon, Senior Planner, confirmed that was correct.

Commissioner Patel asked if there were any plans to add lighting to the court for evening use. Mr. Lane said there were no plans for lighting.

Chairman Rickard invited public comment. No public comment was received. Staff was invited to speak.

Ms. Flora Leon, Senior Planner, showed the location of the site on a map and noted that the property was zoned R-4. The request was to establish an accessory structure on a lot without first establishing a principal building. She summarized the request before the commissioners and presented the existing conditions of the area. She then provided existing photos of the site noting that the public hearing noticing requirements. The proposed site plan was presented. Next, the special use requirements were provided and Ms. Leon indicated that these were met by the petitioner. Staff found that the petition met the goals of the Zoning Ordinance and recommended the commission formulate a motion to approve the petition based on the draft motion provided on page three of the staff report.

Commissioner Maurer asked if the sports court was considered an accessory structure if it is hardscape and not a building. Ms. Flora Leon confirmed that flatwork is included under accessory structures.

Commissioner Rector asked if the demolition of the sports court at sale requirement was consistent with other similar petitions. Ms. Flora Leon noted that in past petitions for the same request staff consistently included this demolition as a condition of approval in the staff reports.

Commissioner Patel asked if the sports court were placed on the lot where the residential home sits then this request would not come before the plan commission. Chairman Rickard confirmed that was correct. He then explained this request was for a lot that was a standalone lot and you typically have to have a principal structure on a lot before you have an accessory structure. So this special use would allow for the sports court because they own the adjacent parcel, which has a principal structure. Ms. Flora Leon confirmed that was correct.

Commissioners provided positive comments and support for the petition. Chairman Rickard entertained a motion.

**WITH RESPECT TO FILE 22-PLC-0005 AND BASED ON THE PETITIONER'S SUBMITTAL, THE STAFF REPORT, THE TESTIMONY PRESENTED, AND HAVING MET THE STANDARDS OF APPROVAL FOR A SPECIAL USE AS REQUIRED BY THE**

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**VILLAGE OF DOWNERS GROVE ZONING ORDINANCE AND IS IN THE PUBLIC INTEREST, COMMISSIONER PATEL MADE A MOTION THAT THE PLAN COMMISSION RECOMMEND TO THE VILLAGE COUNCIL APPROVAL OF 22-PLC-0005, SUBJECT TO THE FOLLOWING CONDITIONS:**

- 1. THE PROPOSED SPORT COURT SHALL SUBSTANTIALLY CONFORM TO THE PLANS AND SPECIFICATIONS ATTACHED TO THIS REPORT EXCEPT AS SUCH PLANS MAY BE CHANGED TO CONFORM TO VILLAGE CODES, ORDINANCES, AND POLICIES.**
- 2. A RESTRICTION SHALL BE RECORDED AGAINST THE PROPERTIES WITH THE DUPAGE COUNTY RECORDER OF DEEDS THAT REQUIRES DEMOLITION OF THE SPORTS COURT PRIOR TO THE SALE OF THE PROPERTIES IF THEY ARE NOT TRANSFERRED SIMULTANEOUSLY TO A SINGLE ENTITY.**

**SECOND BY COMMISSIONER RECTOR. ROLL CALL:**

**AYE: COMMISSIONERS RECTOR, DMYTRYSZYN, JOHNSON, PATEL, BOYLE, MAURER, TOTH, CHAIRMAN RICKARD**

**NAY: NONE**

**MOTION PASSED. VOTE: 8-0**

**FILE 22-PLC-0006: A PETITION SEEKING APPROVAL FOR A FINAL PLAT OF SUBDIVISION TO SUBDIVIDE THE EXISTING PROPERTY INTO TWO LOTS. THE PROPERTY IS CURRENTLY ZONED DT, DOWNTOWN TRANSITION AND IS LOCATED AT 1122 GILBERT AVENUE (09-08-126-002). IMMANUEL RESIDENCES, INC., OWNER AND PETITIONER**

Petitioner, Steve Friedland, introduced himself as an attorney with Applegate & Thorne-Thomsen, representing Immanuel Residences. Mr. Friedland also noted that Anne Oliva who represents Embrace Living Communities, owners of Immanuel Residences, was also present. He then explained that the request was more of a cleanup from their perspective. Immanuel Residences owns the property with the entire parcel conveyed to them by the Village of Downers Grove in 1980. When the Village conveyed the property, the principal building was constructed and then Immanuel Residences leased the parking lot back to the Village through 2078. As such, the Village controls the parking and access drive. Due to a refinancing of the building, the lenders were confused because even though Immanuel Residences owns the entire parcel, they only control the area where the building stands. Mr. Friedland went on to explain that because the property was not subdivided in 1980 it is just one large parcel. The purpose is to create two lots. With Lot 1 dedicated for the Immanuel Residences and Lot 2 used for the Village parking lot and the accessory drive. Mr. Friedland noted that nothing would change. Instead, this change helps convince their lenders the mortgage is really only needed for Lot 1. Mr. Friedland stated that the intention was to make things simpler from a property standpoint. Mr. Friedland concluded by stating that they believed they met all of the subdivision standards in terms of dimensions and easements.

Chairman Rickard invited public comment. No public comment was received. Staff was invited to speak.

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Ms. Flora Leon, Senior Planner, introduced this project as a final plat of subdivision. She showed the location of the site on a map and noted that the property was zoned D-T. The request was to subdivide one lot of record into two lots of record. She summarized the request before the commissioners and presented the existing conditions of the area. She then provided existing photos of the site and included photos of the existing building and parking lot. The proposed subdivision plat was presented and existing and proposed easements were highlighted. Specifically, Ms. Leon noted that an ingress/egress easement would be granted at the entrance of lot 2 for the benefit of lot 1. She then showed the requirements for new subdivisions and stated that the proposed subdivision would meet the area, width, and depth. Ms. Leon concluded the presentation by stating that staff felt that all of these standards were, and should the Planning Commission agree there was a draft motion on page three of the staff report.

Commissioner Johnson asked where the dock doors were located on the building. Ms. Flora Leon confirmed the location of the dock doors and noted that the ingress/egress easement would allow for the continue access to these dock doors by the Immanuel Residences.

Commissioner Maurer noted that based on the aerial photograph the typical residences vehicular traffic goes on the western lane of the entrance. The two lanes along the east are used to access the Village parking lot. Ms. Flora Leon confirmed that was correct.

Commissioners provided positive comments and support for the petition. Chairman Rickard entertained a motion.

**WITH RESPECT TO FILE 22-PLC-0006 AND BASED ON THE PETITIONER'S SUBMITTAL, THE STAFF REPORT, AND THE TESTIMONY PRESENTED, I FIND THAT THE PETITIONER HAS MET THE STANDARDS OF APPROVAL FOR A FINAL PLAT OF SUBDIVISION AS REQUIRED BY THE VILLAGE OF DOWNERS GROVE ZONING AND SUBDIVISION ORDINANCES AND IS IN THE PUBLIC INTEREST AND THEREFORE, COMMISSIONER BOYLE MOVED THAT THE PLAN COMMISSION RECOMMEND TO THE VILLAGE COUNCIL APPROVAL OF 22-PLC-0006, SUBJECT TO THE FOLLOWING CONDITIONS:**

- 1. THE FINAL PLAT OF SUBDIVISION SHALL SUBSTANTIALLY CONFORM TO THE FINAL PLAT OF SUBDIVISION FOR THE IMMANUEL'S PLAT OF SUBDIVISION PREPARED BY EDWARD J. MOLLOY AND ASSOCIATES, DATED OCTOBER 18<sup>TH</sup> 2021, LAST REVISED ON NOVEMBER 22, 2021, EXCEPT AS SUCH PLANS MAY BE MODIFIED TO CONFORM TO VILLAGE CODES AND ORDINANCES.**

**SECOND BY COMMISSIONER TOTH. ROLL CALL:**

**AYE: COMMISSIONERS RECTOR, JOHNSON, DMYTRYSZYN, PATEL, ROCHE, TOTH, CHAIRMAN RICKARD**

**NAY: NONE**

**MOTION PASSED. VOTE: 8-0**



APPROVED

**THE MEETING WAS ADJOURNED AT 7:25 P.M. UPON MOTION BY COMMISSIONER PATEL. SECOND BY COMMISSIONER JOHNSON. A VOICE VOTE FOLLOWED AND THE MOTION PASSED UNANIMOUSLY.**

/s/           Village Staff            
Recording Secretary  
(As transcribed by MP-3 audio)

# Minutes

COMMUNITY EVENTS COMMISSION  
Thursday March 10, 2022  
5:30 P.M.  
VILLAGE HALL – COMMITTEE ROOM  
  
801 BURLINGTON AVENUE  
DOWNERS GROVE, IL

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PRESENT: Nicole Szydowski, John Aguzino, Soraya Faber, Michael Puzen

STAFF: Jennifer Rizzo

ABSENT: Michael Kubes, DJ Fiore

Ms. Szydowski called the meeting to order at 5:30 p.m.

I. APPROVAL OF January 20, 2022 Meeting Minutes

Ms. Faber made a motion to approve the minutes from the January 20, 2022 meeting. The motion was second by Mr. Aguzino

II. PUBLIC COMMENT

No Public Comment

III. NEW BUSINESS

a. Downers Grove YMCA – Farmers Market

Mr. Jay Turner, from the Downers Grove YMCA is here to present to the annual Famer's Market.

Mr. Turner hopes to resume a normal full capacity market. They are working on new and different vendors. Only change is a new logo. Will move the market to Main Street during the weekend of Downers Grove Rotary Festival. Ms. Faber asked about the musicians at the train station. Mr. Turner advised they have eighteen (18) different musicians that are scheduled. Mr. Turner talked about different vendors. They are attempt to get more organic vendors. A reminder that special needs dogs are only allowed within the market. Mr. Puzen ask about full capacity, they are hoping. Some prior vendors will not be back for various reasons. Full capacity is regarding crowds with no restrictions.

#### IV. STAFF REPORT

Ms. Rizzo discussed that staff has received a permit from the Downers Grove Moose. This permit is for a Cruise Night. They will be at the next Community Events Commission Meeting in April.

Staff has not received a plan at this point.

Planning on posting the application for the 4<sup>th</sup> of July Parade will start March 11<sup>th</sup>. Some planning has begun with reaching out to the bands and have heard positive feedback.

#### V. OLD BUSINESS

None

#### VI. ADJOURNMENT

A motion to adjourn by Mr. Puzen, seconded by Ms. Faber.

Meeting ended at 5:43 p.m.

**BOARD OF FIRE AND POLICE COMMISSIONERS**  
**MINUTES OF OPEN MEETING**  
**March 17, 2022**  
**Village Hall**  
**Committee Room**  
**4:00 PM**

**PRESENT:** Commissioner Jillian Mikrut  
Commissioner Bradley Bloom  
Village Attorney Enza Petrarca  
Human Resources Director Lauren Linares  
Police Chief Shanon Gillette  
Fire Chief Scott Spinazola  
Management Analyst Amanda Pazdan

**ABSENT:** Commissioner Tom Bondi

The meeting of the Downers Grove Board of Fire and Police Commissioners was called to order at 4:00 PM in the Committee Room at Village Hall. Director Lauren Linares conducted roll call: Commissioner Mikrut, and Commissioner Bloom were present, along with Police Chief Gillette, Fire Chief Spinazola, Village Attorney Enza Petrarca and Management Analyst Amanda Pazdan. Commissioner Bondi was absent.

The next order of business at 4:01 PM was to approve the minutes from the Board meeting on February 24, 2022. A motion was made by Commissioner Mikrut to approve the minutes, which was seconded by Commissioner Bloom.

**VOTE:**       **Yea:** Commissioner Mikrut and Commissioner Bloom  
                  **Nay:** None.  
                  **Motion passed.**

The next order of business at 4:03 PM was to discuss and approve changes to the Board of Fire and Police Commission Rules and Regulations. A motion was made by Commissioner Bloom to approve, which was seconded by Commissioner Mikrut.

**VOTE:**       **Yea:** Commissioner Mikrut and Commissioner Bloom  
                  **Nay:** None.  
                  **Motion passed.**

The next order of business at 4:14 PM was to authorize the establishment of a lateral hire list for Police Officer. A motion was made by Commissioner Bloom to approve, which was seconded by Commissioner Mikrut.

**VOTE:**       **Yea:** Commissioner Mikrut and Commissioner Bloom.  
                  **Nay:** None.  
                  **Motion passed.**

**Meeting of Board of Fire & Police Commissioners**

**03/17/2022**

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At 4:15 PM, the next order of business was to provide an update to the firefighter paramedic testing process.

There being no further business, or public comment, a motion was moved at 4:19 PM by Commissioner Bloom to adjourn, and Commissioner Mikrut seconded the motion.

**VOTE:**           **Yea:** Commissioner Bloom and Commissioner Mikrut  
**Nay:**             None.  
                      **Motion passed.**

**DOWNERS GROVE PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES  
MARCH 23, 2022, 7:30 P.M.  
LIBRARY MEETING ROOM**

**MINUTES**

1. **Call to Order.** President Graber called the meeting to order at 7:31 p.m.
2. **Roll Call.** Members present: Trustee Carissa Dougherty, Trustee Swapna Gigani, Trustee David Humphreys, Trustee Barnali Khuntia, President Jonathan Graber. Absent: None.

Also present: Library Director Julie Milavec, Assistant Library Director Jen Ryjewski, Business Office Manager Katelyn Vabalaitis, Media Lab Coordinator Ed Bromiel, Sue Farley, Ken Lerner, Ed Pawlak.

3. **Welcome to Visitors.** President Graber welcomed visitors and thanked them for their interest in the library.
4. **Approval of Minutes.**
  - a. February 23, 2022 Regular Meeting. It was moved by Humphreys and seconded by Khuntia THAT the Minutes of the February 23, 2022 Regular Monthly Meeting be approved as presented. Roll call: Ayes: Dougherty, Gigani, Humphreys, Khuntia, Graber. Nays: None. Abstentions: None.
5. **Financial Matters.**
  - a. February 2022 Financial Report. Library Director Milavec presented the report. She answered the Board's question from last month about the difference between the cash and investments balance and the fund balance in both the Library Fund and the Capital Replacement Fund. The fund balance takes into account liabilities and assets, whereas the cash and investments balance is just cash. The library's Capital Replacement Fund has no liabilities.

The library is 16.6% through the fiscal year. One percent of revenue has been collected, which is typical for this time of year. Expenditures are at 13.1% spent. The only line that is almost fully spent is the Insurance line, which covers the library's liability and worker's compensation insurance. That is paid at the end of January each year. Milavec noted the deposit for the RGW scope of work that is being voted on at the meeting and explained that if the Board does not approve the scope of work, that payment will not be sent.

b. March 2022 Invoices. It was moved by Dougherty and seconded by Gigani THAT the payment of March 2022 Capital Replacement Fund invoices totaling \$84,800.00, the payment of March 2022 Operating Fund invoices totaling \$206,980.25, the acceptance of March 2022 credit memos totaling \$74.33, and the ratification of February 2022 payrolls totaling \$244,983.34 be approved. Roll call: Ayes: Dougherty, Gigani, Humphreys, Khuntia, Graber. Nays: None. Abstentions: None.

6. **Public Comment on Agenda Items**. President Graber invited comment. There was none.

7. **Public Comment on Other Library Business**. President Graber invited comment. Resident Ed Pawlak saw the new online SWAN catalog and thinks it looks good and is easy to use. He has a problem with the “More Like This” section and the fact that it steers people towards more of the same things and narrows their focus. The good thing about a library is that there are diverse options and can they provide different subjects and viewpoints for people. He strongly suggests something besides “More Like This” is included to highlight other things. It would provide more diverse viewpoints and help broaden people’s selections of reading materials. Trustee Dougherty suggested a book titled **Algorithms of Oppression** by Safiya Noble, which discusses this very topic.

8. **New Business**.

a. EDI Project Phase 2 Proposal from RGW Consulting. Library Director Milavec announced that the library is nearing the end of its Phase 1 scope of work. The Equity Strategic Plan is nearly ready to be presented before the Board in April. The Phase 2 proposal covers the support of the staff and leadership team during the implementation of the Equity Strategic Plan as well as a continuation of the work being done with the library’s affinity groups and executive leadership coaching. The Equity Advisory Team’s role will change a bit. They will review the library’s policies, procedures, job descriptions, etc. with an equity lens. RGW will help teach the team and staff how to do that and give the library tools to do it moving forward.

It was moved by Khuntia and seconded by Humphreys THAT the EDI Project Phase 2 Proposal from RGW Consulting in the amount of \$48,000.00 be approved. Roll call: Ayes: Dougherty, Gigani, Humphreys, Khuntia, Graber. Nays: None. Abstentions: None.

b. Pierce Downer Heritage Alliance Memorial Garden Donation. Sue Farley and Ken Lerner of the Pierce Downer Heritage Alliance presented a proposal to plant a memorial bush in the Garden Walk where a tree was removed last year. This bush would be in memory of Former Downers Grove Mayor Betty

Cheever. Farley would also spruce up that corner area and add more native plants to make that area more attractive and greener. The committee would purchase the bush and have a simple ceremony once everything has been planted. Having a ceremony would also draw more attention the Garden Walk and the brick program. They also suggest a plaque to go in that area that the committee would split 50/50 with the library.

It was moved by Humphreys and seconded by Gigani THAT the donation proposed by the Pierce Downer Heritage Alliance be accepted. Roll call: Ayes: Dougherty, Gigani, Humphreys, Khuntia, Graber. Nays: None. Abstentions: None.

- c. Davey Tree Experts Tree Donation. Davey Tree Experts is interested in donating a tree to replace a diseased tree that was removed last year. They would like to donate the tree and put up a plaque that matches the other library plaques. It was moved by Gigani and seconded by Khuntia THAT the donation of an American Hornbeam tree and plaque from Davey Tree Experts be accepted. Roll call: Ayes: Dougherty, Gigani, Humphreys, Khuntia, Graber. Nays: None. Abstentions: None.

## 9. **Unfinished Business.**

- a. COVID-19 Response and Phased Reopening Plan. It was moved by Khuntia and seconded by Humphreys THAT the Library Director be reauthorized to continue to make temporary policy changes in consultation with the Board President and within the parameters of the COVID-19 Response and Phased Reopening Plan as presented. Roll call: Ayes: Dougherty, Gigani, Humphreys, Khuntia, Graber. Nays: None. Abstentions: None.

10. **Library Director's Report.** Library Milavec presented her report. By March 28, the library will have rolled back all COVID precautions. Masks will no longer be required in children's programs. The play areas are not all back yet, but they are slowly returning. Part of the relaunch of the play café is waiting on Ian. The new study tables arrived and the old tables are for sale. There has been a lot of staff turnover in the Access Services Department. There are openings for the Access Services Manager and the Cataloging Librarian. Assistant Library Director Jen Ryjewski has been acting as interim manager of that department. Many library staff are currently attending the Public Library Association conference in Portland. Thanks to Assistant IT Manager Max Mogavero for taking most of the evening and weekend Manager on Duty shifts while staff are away at the conference. In this month's Library Journal magazine, there is an article titled *Anti-Hate Statements: How and Why to Write One For Your Library*, written by PR Manager Cindy Khatri and Adult & Teen Services Assistant Manager Van



McGary. The library continues to partner with the Midwest SOARRING Foundation and just hosted a program on sweet grass.

**11. Trustee Comments and Requests for Information.**

Trustee Khuntia asked if patrons are signing up for on-site events as much as they did before the pandemic. Library Director Milavec responded that the numbers are coming back, though some of the kids programs are still being limited. Staff have also discovered that virtual programs are the format patrons prefer for some programs, such as technology classes. Illinois Libraries Present virtual author events have been very well attended.

Trustee Dougherty asked if staff who attend conferences share their information when they return. Milavec commented that staff generally come back and share a synopsis of what they attended and what they learned. Trustee Dougherty also commented that she really appreciates reading about the behind the scenes work that goes on at the library.

Trustee Humphreys announced that Rotary GroveFest will occur this year. The street fair will return to Main Street and the stage will return to the parking lot. Rotary will begin recruiting volunteers soon, which will be up on their website. Trustee Humphreys also discussed Pride Month coming in June and mentioned that the Village will be declaring the month as Pride Month and there will be a lot of events and activities, some of which the library is helping with. He noted that President Graber will be leaving after next month's meeting and that the Village needs to be urged to appoint new Board members to the vacant seats.

**12. Adjournment.** President Graber adjourned the meeting at 8:35 p.m.

**BOARD OF FIRE AND POLICE COMMISSIONERS**  
**MINUTES OF OPEN MEETING**  
**April 20, 2022**  
**Fire Station 2**  
**Conference Room 2**  
**4:00 PM**

**PRESENT:** Commissioner Tom Bondi  
Commissioner Bradley Bloom  
Human Resources Director Lauren Linares  
Fire Chief Scott Spinazola  
Management Analyst Amanda Pazdan

**ABSENT:** Commissioner Jillian Mikrut

The meeting of the Downers Grove Board of Fire and Police Commissioners was called to order at 4:15 PM in Conference Room 2 at Fire Station 2. Director Lauren Linares conducted roll call: Commissioner Bondi and Commissioner Bloom were present, along with Fire Chief Spinazola and Management Analyst Amanda Pazdan. Absent was Commissioner Mikrut.

The next order of business at 4:15 PM was to approve the minutes from the Board meeting on March 17, 2022. A motion was made by Commissioner Bloom to approve the minutes, which was seconded by Commissioner Bondi.

**VOTE:**      **Yea:** Commissioner Bloom and Commissioner Bondi.  
                 **Nay:** None.  
                 **Motion passed.**

The next order of business at 4:16 PM was a motion by Commissioner Bondi to go into executive session pursuant to Section 2 (c) (1) of the Open Meetings Act to conduct oral interviews for Firefighter Paramedics for the purpose of determining hiring. The motion was seconded by Commissioner Bloom.

**VOTE:**      **Yea:** Commissioner Bloom and Commissioner Bondi.  
                 **Nay:** None.  
                 **Motion passed.**

**The meeting returned to open session at 6:47 PM.**

There being no further business, or public comment, a motion was moved at 6:47 PM by Commissioner Bondi to adjourn, and Commissioner Bloom seconded the motion.

**VOTE:**      **Yea:** Commissioner Bondi and Commissioner Bloom.  
**Nay:** None.  
                 **Motion passed.**

**BOARD OF FIRE AND POLICE COMMISSIONERS**  
**MINUTES OF OPEN MEETING**  
**April 21, 2022**  
**Fire Station 2**  
**Conference Room 2**  
**4:00 PM**

**PRESENT:** Commissioner Tom Bondi  
Commissioner Bradley Bloom  
Commissioner Jillian Mikrut  
Human Resources Director Lauren Linares  
Fire Chief Scott Spinazola  
Management Analyst Amanda Pazdan

**ABSENT:** None

The meeting of the Downers Grove Board of Fire and Police Commissioners was called to order at 4:00 PM in Conference Room 2 at Fire Station 2. Director Lauren Linares conducted roll call: Commissioner Bondi, Commissioner Mikrut, and Commissioner Bloom were present, along with Fire Chief Spinazola and Management Analyst Amanda Pazdan.

The next order of business at 4:00 PM was to approve the minutes from the Board meeting on April 20, 2022. A motion was made by Commissioner Bloom to approve the minutes, which was seconded by Commissioner Bondi, with recommended amendments.

**VOTE:**     **Yea:** Commissioner Bloom, Commissioner Jillian Mikrut, and Commissioner Bondi.  
              **Nay:** None.  
              **Motion passed.**

The next order of business at 4:01 PM was a motion by Commissioner Bondi to go into executive session pursuant to Section 2 (c) (1) of the Open Meetings Act to conduct oral interviews for Firefighter Paramedics for the purpose of determining hiring. The motion was seconded by Commissioner Bloom.

**VOTE:**     **Yea:** Commissioner Bloom, Commissioner Jillian Mikrut, and Commissioner Bondi.  
              **Nay:** None.  
              **Motion passed.**

**The meeting returned to open session at 6:56 PM.**

There being no further business, or public comment, a motion was moved at 6:57 PM by Commissioner Bondi to adjourn, and Commissioner Mikrut seconded the motion.

**Meeting of Board of Fire & Police Commissioners**

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**VOTE:**       **Yea:** Commissioner Bloom, Commissioner Jillian Mikrut, and  
Commissioner Bondi.

**Nay:**         None.

**Motion passed.**