

MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF LIBRARY TRUSTEES OF THE  
COOK MEMORIAL PUBLIC LIBRARY DISTRICT

March 24, 2020

**Call to order:** The regular meeting of the Cook Memorial Public Library District was held on Tuesday, March 24, 2020 in the Adult Reference Area at the Cook Park Library, 413 N. Milwaukee Ave., Libertyville, Illinois. Remote access not requiring a physical quorum in accordance with Governor's Executive Order No. 5 dated March 16, 2020. Trustees attending electronically were Phyllis Dobbs, Jen Banek, Wendy Vieth, and Karen Singer. Trustees attending in person were Bonnie Quirke, Jim Larson and Ann Oakley. Ms. Quirke called the meeting to order at 6:30 p.m.

Library Director David Archer attended in person and Business Manager Russ Cerqua attended electronically.

Ms. Quirke moved agenda item #5 to #4. All ayes.

**Public Comment:** None.

**Approval of the Bills:** Ms. Dobbs made a motion, seconded by Ms. Singer to approve the Bills Paid Report from February 15, 2020 through March 18, 2020 in the amount of \$647,469.06. Roll call was as follows: Ayes; Ms. Quirke, Mr. Larson, Ms. Oakley, Ms. Dobbs, Ms. Vieth, Ms. Singer, and Ms. Banek. Nays; none. Motion carries.

**Consideration of Resolution 2019-2020/3:** Mr. Archer explained that the resolution under consideration would authorize the director or business manager to pay bills should the board not be able to meet and approve bills over the following 60 days due to COVID-19. In response to a question from Ms. Oakley, Mr. Archer explained that library legal counsel has previously said that administrative staff has the authority to pay bills with board ratification at a subsequent meeting. Ms. Quirke made a motion, seconded by Ms. Banek to approve Resolution 2019-2020/3 authorizing the payment of routine and recurring expenses by the Library Director or Business Manager. Roll call was as follows: Ayes; Ms. Quirke, Mr. Larson, Ms. Oakley, Ms. Dobbs, Ms. Vieth, Ms. Singer, and Ms. Banek. Nays; none. Motion carries.

**Adjournment:** Ms. Quirke made a motion, seconded by Ms. Oakley to adjourn the meeting. Having no further business, the meeting was adjourned at 7:02 p.m. Roll call was as follows: Ayes; Ms. Quirke, Mr. Larson, Ms. Oakley, Ms. Dobbs, Ms. Vieth, Ms. Singer, and Ms. Banek. Nays; none. Motion carries.

Respectfully submitted,

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James Larson, Secretary

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Bonnie Quirke, President