



100 LIBRARY LANE  
GRAYSLAKE, IL 60030  
847.223.5313  
grayslake.info

GRAYSLAKE AREA PUBLIC LIBRARY DISTRICT  
SPECIAL MEETING  
May 5, 2021  
10:00 AM  
MINUTES

**I. CALL TO ORDER**

Meeting was called to order at 10:10 A.M.

Kathleen Starzec: "This meeting is held as a virtual meeting given that the Illinois Governor has declared the coronavirus pandemic a disaster. I have determined that an in person meeting is not practical or prudent because of the disaster."

In the absence of the Board President and Secretary, Kathleen Starzec acted as Secretary pro tem.

**II. ROLL CALL**

Present were Treasurer and Secretary pro tem Kathi Starzec, Trustees Fredrick Barnett, Nicholas Grimm, and Rachael Rezek. Vice President Scott Landy arrived at 10:20 A.M. Also present were Rick McCarthy and Darren Schretter from StudioGC, Automated Systems Manager Sean Draeger, Adult Services Manager Carlen DeThorne, Youth Services Manager Cassie Carbaugh, Maintenance Manager Marshall Hooven, Interim Tech Services Manager Kelly Webster, Circulation Manager Ginnie Vehlow, Office Manager Cherie Neave, and Library Director Sara Brown.

**III. ADDITIONS TO THE AGENDA**

None.

**IV. PUBLIC COMMENTS**

(Note: Public may submit comments or questions only during the public comments section of the meeting via the Q&A feature of the Zoom meeting).

None.

**V. UNFINISHED BUSINESS**

**A. Discussion of Master Space Plan**

**1. Presentation by StudioGC**

Rick McGarthy (Studio GC) discussed the conceptual ideas concerning the library renovation. This included the meeting room improvements (HVAC), options for both a drive-up window and a check-in window, and re-positioning the staircase. He also spent time going over the front entry configuration and staff office space.

**2. Discussion and Review of Direction**

The board discussed the various options and the effects they would have on the functioning of the library. The timeline was also reviewed.



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**VI. ADJOURNMENT**

**\*\*\* Denotes items requiring a motion**

Meeting was adjourned at 11:10 A.M.

Approved: \_\_\_\_\_  
Wendy Petera, President

Attest: \_\_\_\_\_  
Lisa Tonkery, Secretary