

LISLE LIBRARY DISTRICT
BOARD MEETING
April 11, 2018 - 7:00 p.m.

1. Roll call

Present:

Jay Fisher - President

Thomas Hummel - Vice President

Longry Wang - Treasurer

Liz Sullivan - Secretary

Marjorie Bartelli - Trustee

Richard Flint - Trustee

Emily Swistak - Trustee

Also present:

Tatiana Weinstein - Director

Beth McQuillan - Assistant Director

Ginger Boskelly - Finance Director

Chris Knight - Recording Secretary

Will Savage - Director of Youth Services

Tecyna Anderson - IMRF Representative

2. Opportunity for visitors to speak

Five visitors addressed the Board. The first visitor commented that a pizza fundraising event, as posted by Trustee Sullivan on Facebook, would not generate sufficient funding for the Library and wondered if it was a Board sponsored event. He directed a question about the purpose of the Special Reserve Fund to the Board. President Fisher advised that Public Comment was an opportunity for visitors to speak to the Board, and not for questions. The visitor continued by stating that he believed having a Special Reserve Fund was a necessity.

The second visitor addressed the censure resolution in the Board packet. He stated that he was unsure of the reasoning regarding the fundraising mention, concurred with the defamation mention, and was uncertain about including the email mentions in the censure. He encouraged supporting outside organizations that support the Library.

The third visitor referred to the censure resolution in the Board packet. He commented that he noticed the Library had no Board Code of Conduct on the Library's website. He also said that Illinois is a high tax state and that change is happening. He asked that the Board provide the public the facts that resulted in the censure resolution.

The fourth visitor commented on findings resulting from a FOIA request related to Trustee emails. She stated that emails between more than two Trustees is unacceptable, should not include private information, and that the business of the Board should be done in an open meeting.

The last visitor referred to social media posts comparing Grayslake Area Public Library District financials and Lisle Library District financials as posted by an LLD Trustee. The visitor expressed concern that this Trustee

might have been trying to mislead the public. He read aloud Grayslake's publicly posted financial data in contrast to what the Trustee posted on her Facebook page. The visitor also commented that this Trustee had deleted constituent comments from her Trustee Facebook page regarding the Japan and Muslims post. He reminded the Board about this Trustee's previous online posts, which were also deleted. The visitor referred to another online watchdog site where he noted that they have ignored the possible OMA violations of this LLD Trustee.

3. IMRF briefing

Finance Director Boskelly introduced the Illinois Municipal Retirement Fund representative Tecyna Anderson. Ms. Anderson gave a briefing regarding the Library's IMRF funding status. As of January 1, 2018 the Lisle Library District is funded at 98.64%.

4. Executive Session

MOTION: Trustee Flint moved to go into Executive Session for 5ILCS 120/2(c)(1) The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee of the public body, or against legal counsel for the public body to determine its validity. Trustee Swistak seconded.
Voice Vote - All Aye. The motion passed.

The Board voted to go into Executive Session at 7:22 p.m.

The Board came back into Open Session at 7:35 p.m.

5. Consent Agenda

- a. Approve Minutes of the March 14, 2018 Board Meeting
- b. Acknowledge Treasurer's Report, 03/31/18, Investment Activity Report, 03/31/18, Current Assets Report, 03/31/18, Revenue Report, 03/31/18, and Expense Report, 03/31/18
- c. Authorize Payment of Bills, 04/11/18

There was an amendment to the March 14, 2018 Board Meeting minutes:

Change to Item 3d, Discussion: *"Trustee Bartelli ~~seconded~~ agreed with Treasurer Wang's suggestion."*

MOTION: Trustee Flint moved to approve the Consent Agenda as amended. Treasurer Wang seconded.
Roll Call Vote - All Aye. The motion passed.

6. Director's Report

Assign Trustees for "Review of Bills Next Month."

Secretary Sullivan and Trustee Flint reviewed the March billings in April.

President Fisher and Trustee Bartelli will review the April billings in May.

Director Weinstein wished everyone a Happy National Library Week. She talked about the nationwide observance and how patrons can participate in the LLD events such as the 'Book in a Bottle' guessing game and obtaining the 'We Love LLD' yard sign. The Library is asking patrons to either attend a program, apply for a Library card, or add their name to the email notification system in order to receive a sign. The signs are in celebration of National Library Week and to increase awareness in the community.

In March and April, Director Weinstein provided tours of the building to Trustees. Director Weinstein held meetings with vendors and Department Directors in preparation for budget discussions. There was a

Strategic Planning Committee meeting on March 21st where members discussed example strategic plans and focus areas for a new strategic plan. Members also discussed possible facility and campus improvements. The next Strategic Planning Committee meeting is scheduled for May 2nd.

A Committee of the Whole budget meeting was held on April 4th. The Committee discussed costs associated with building, operations, insurance, contractual services, equipment, materials, programs, restricted use, and contingency. A second meeting is scheduled for April 18th which will cover personnel, employee and trustee development, special reserves, building and maintenance fund, and revenues.

7. Assistant Director's Report

Assistant Director McQuillan mentioned that the Digital Outreach Team met to discuss a promotion to increase subscriptions to the Library's YouTube channel. Subscriptions to the channel have roughly doubled in one month. The LLD's Communications Coordinator worked with Youth Services staff to film and edit storytime songs used for programming. The Event Planning Team met to review the success of the Harry Potter Day that was held on March 10th. Staff on the Event Planning Team will apply what they learned to plan for the Library's Summer Read kickoff, June 2nd and the Summer Read wrap up, July 28th. The elevator was out of order over the weekend and repaired by Tuesday afternoon. New carpeting was laid in the lobby area, outside the meeting rooms on Sunday before the Library opened.

Discussion: Secretary Sullivan asked if the Community Engagement video could be moved to the Library's YouTube channel list. Treasurer Wang commented that she liked the quarterly 'Materials Processed' statistics page included in the departmental quarterly reports and asked if there could be a quarter to quarter comparison.

8. Committee Reports

- a. Finance - The Committee did not meet. No meeting planned.

Discussion: Secretary Sullivan asked if there was a way to see the percentages of the Special Reserve Fund and other funds as a total. Treasurer Wang asked for clarification. Secretary Sullivan recommended enhancements to the financials. Treasurer Wang mentioned that an additional column could be added to reflect certain totals. Treasurer Wang stated that the additional format changes would be discussed at a future Finance Committee meeting.

- b. Personnel/Policy - The Committee did not meet. No meeting planned.
- c. Physical Plant - Vice President Hummel relayed that the Committee met on April 10th to discuss upcoming FY2018-19 projects and current projects. One of the imminent projects is the ADA automatic bathroom doors. The FY2018-19 project list includes curb/sidewalk work, server room repairs/reconfiguration, and security cameras added to the west end of the building. The recording for the meeting had technical issues with the audio. Director Weinstein mentioned that it was due to a problem with the outlet that was used. No future meeting planned.
- d. LLD Strategic Planning - The next meeting is scheduled for May 2nd.
- e. Committee of the Whole/Budget - There was a meeting on April 4th where the Committee discussed costs associated with the building, operations, insurance, contractual services,

equipment, materials, programs, restricted use, and contingency. The Committee will discuss the second half of the draft budget at a meeting scheduled on April 18th.

9. Unfinished Business - None

10. New Business

a. Adopt Resolution 18-01

Trustee Flint recommended that Resolution 18-01 be read, have a mover and a second, and asked if he could read the Resolution. President Fisher concurred. Trustee Flint read aloud Resolution 18-01.

MOTION: Trustee Flint moved to adopt Resolution 18-01. Trustee Swistak seconded.

Discussion: Trustee Flint commented on the email issues mentioned in Resolution 18-01 and noted that another improper email was sent after the Resolution was disseminated to Board members. Trustee Flint stated that he wished there was a mention in the Censure about other social media posts made by Secretary Sullivan regarding religion on her Trustee Facebook page.

Vice President Hummel called a Point of Order because the topic was not part of the Resolution. Trustee Bartelli reiterated that the topic was not on the Resolution. President Fisher ruled Trustee Flint out of order. Trustee Flint stated that the Point of Order was improper, but agreed to yield. Secretary Sullivan asked President Fisher if he had notified the Board that the lawyer said it was "okay" for her to send emails to Trustees. President Fisher did not recall the exact conversation. Trustee Flint reiterated that broadcast emails to Trustees was wrong and that Library business should be done in full view of the public.

President Fisher called for a vote on the motion.

Roll Call Vote - Trustee Swistak - Aye, Trustee Flint - Aye, Trustee Hummel - Aye, Trustee Bartelli - Nay, Trustee Wang - Aye, Trustee Sullivan - Nay, Trustee Fisher - Aye. The motion passed.

Discussion:

Trustee Flint stated that posting defamatory, inflammatory, and factually incorrect information on an official Trustee Facebook page was embarrassing, especially because members of the public have spoken to the Board about these inappropriate posts. He wished it was part of the censure resolution. He believes that the public have asked that the Board take a stand on this issue. Vice President Hummel suggested to have a Personnel/Policy Committee meeting to discuss use of the logo as well as other issues that have been discussed in the past year. Trustee Flint commented that a meeting has not been scheduled yet due to strategic plan and budget meetings, however these subjects would be discussed as soon as possible. President Fisher concurred that the Board has a number of meetings on their plate and that as soon as there is an opportunity, the Committee should meet to discuss these topics.

11. Adjourn

MOTION: Trustee Swistak moved to adjourn the meeting. Trustee Flint seconded.

Voice Vote - All Aye

The meeting adjourned at 7:59 p.m.

Recorded by

Chris Knight, Recording Secretary

Approved by the Board of Trustees on May 9, 2018.

Approved by

Liz Sullivan, Secretary of the Board