

LISLE LIBRARY DISTRICT
BOARD MEETING
July 12, 2017 - 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
Will Savage - Director of Youth Services
Ginger Boskelly - Finance Director
Chris Knight - Recording Secretary

2. Opportunity for visitors to speak

Public comment period included statements from a Lisle resident who participated in the community engagement forum and mentioned he was in attendance to learn more about the Board and Library operations.

3. Consent Agenda

- a. Approve Minutes of the June 14, 2017 Board Meeting
- b. Approve Minutes of the June 14, 2017 Executive Session
- c. Acknowledge Treasurer's Report, 06/30/17, Investment Activity Report, 06/30/17, Current Assets Report, 06/30/17, Revenue Report, 06/30/17, and Expense Report, 06/30/17
- d. Authorize Payment of Bills, 07/12/17

MOTION: Vice President Hummel moved to approve the Consent Agenda.

Roll Call Vote - All Aye

4. Director's Report

Assign Trustees for "Review of Bills Next Month."

Vice President Hummel and Treasurer Wang reviewed the June billings in July.

Treasurer Wang and Trustee Bartelli will review the July billings in August.

The Director thanked the staff and Board members who participated in the 4th of July parade. As of the Director's July report, 1,110 patrons have registered for the Summer Read Program. There were two community engagement focus groups in the month of June with a total of 70 attendees. The community survey launched on Friday, July 7th. Patrons may access the survey via the Library's website until the end of July. In June, Board Officers were elected for 12 month terms. The Director and other staff attended the American Library Association (ALA) conference in Chicago. The Library received comments/suggestions that included recommendations for automatic door openers for the public restrooms, a bee keeping program, and a snack bar. There were also comments from one patron to save community money by not funding fireworks or sports facilities; but to maintain Library services. Another communication thanked the Library

for creating a beautiful and warm community space. A patron met with the Director to discuss Library maker-space ideas.

5. Assistant Director's Report

In June the Digital Outreach Team changed account passwords and coordinated social media posts for the community survey and Summer Read Wrap-Up. The Safety Team met to review Chapter 12 of the *Standards for Illinois Public Libraries*; a requirement for the Per Capita Grant. The east end HVAC air handler was repaired. The supply fans for the meeting rooms were also problematic. New controllers were installed for the east-end HVAC system. The Assistant Director attended ALA on Saturday, June 24th. She met with representatives from Innovative for a demonstration of the Polaris app. They also discussed enhancements to the cloud-based catalog product. The iREAD booth featured next year's Summer Read theme ideas. All workshops were at full capacity with people standing in the back and along the sides of each session room.

6. Committee Reports

- a. Finance - The Committee did not meet. Treasurer Wang met with Ken Herdeman from Ehlers Investment Group. They discussed investment strategy, cash flow and forecasting. Current investments are comprised of 50% CDs, 40% federal bonds and 10% municipal bonds. No meeting planned.
- b. Personnel Policy - The Committee did not meet. No meeting planned.
- c. Physical Plant - The Committee did not meet. No meeting planned.

7. Unfinished Business

8. New Business

- a. Approve Ordinance 17-05: .02% Building and Maintenance
MOTION: Vice President Hummel moved to table New Business 8a and 8b.
Discussion included comments about purpose of .02 Building and Maintenance fund and the timetable regarding taking a vote.
Roll Call Vote - Trustee Bartelli - Aye, Trustee Flint - Nay, Trustee Hummel - Aye, Trustee Sullivan - Aye, Trustee Swistak - Nay, Trustee Wang - Nay, Trustee Fisher - Aye. The motion passed.
- b. Approve Public Notice of .02%
Tabled per above motion.
- c. Approve Resolution R17-05: authorizing preparation and filing of the B&A
MOTION: Vice President Hummel moved to approve Resolution R17-05: authorizing preparation and filing of the B&A.
Roll Call Vote - All Aye
- d. Approve Public Notice of Public Hearing on B&A
MOTION: Secretary Sullivan moved to approve Public Notice of Public Hearing on B&A.
Roll Call Vote - All Aye
- e. Trustee Committee assignments
President Fisher assigned Board members to the following:
Finance Committee - Treasurer Wang was designated as Chair. President Fisher and Secretary Sullivan were assigned as Committee members.
Physical Plant Committee - Vice President Hummel was designated as Chair. Trustee Bartelli and Trustee Swistak were assigned as Committee members.
Personnel and Policy Committee - Trustee Flint was designated as Chair. Vice President Hummel and Secretary Sullivan were assigned as Committee members.
- f. Appoint Committee to review the minutes
President Fisher and Secretary Sullivan will perform the annual review the minutes.

g. Discussion: recording meetings

President Fisher asked the rest of the Board their thoughts about recording Board meetings. There was discussion about how to record meetings, where to hold meetings and costs for recording. There was discussion about the definition of transparency and statements about what other Village bodies do. President Fisher stated that he will research recording technology and costs with the Director and present their findings to the Board at a later date.

Additional Trustee comment: Secretary Sullivan mentioned that she appreciated the LLD's programs and events listed in the Green Trails subdivision newsletter. She also read a Facebook message she received from one resident. Statements included doing more with less, cutting staff and print materials/books and going more digital, charging for services and programs and not to update the parking lot.

9. Executive Session

MOTION: Vice President Hummel moved to go into Executive Session for 5 ILCS 120/2(c)(1) The appointment, employment, performance, or dismissal of specific employees of the public body or legal counsel for 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.

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

The Board voted to go into Executive Session at 8:29 p.m.

The Board came back into Open Session at 8:55 p.m.

10. Adjourn

MOTION: Vice President, Hummel moved to adjourn the meeting. Voice Vote - All Aye

The meeting adjourned at 8:55 p.m.

Recorded by

Chris Knight, Recording Secretary

Approved by the Board of Trustees on August 9, 2017.

Approved by

Liz Sullivan, Secretary of the Board