

LISLE LIBRARY DISTRICT
BOARD MEETING
January 9, 2019 - 7:00 p.m.

1. Roll call

Present:

Jay Fisher - President (arrived 7:01 p.m.)

Thomas Hummel - Vice President

Longry Wang - Treasurer

Marjorie Bartelli - Secretary

Richard Flint - Trustee

Liz Sullivan - 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

2. Opportunity for visitors to speak

One member of the public addressed the Board. She read aloud portions of LLD Policy 650 concerning meeting room capacity. She suggested that the Library was in fire code violation during a recent program. She referenced *United for Libraries* and read aloud portions of an ethics statement.

3. Consent Agenda

- a. Approve Minutes of the December 12, 2018 Board Meeting
- b. Acknowledge Treasurer's Report, 12/31/18, Investment Activity Report, 12/31/18, Current Assets Report, 12/31/18, Revenue Report, 12/31/18, and Expense Report, 12/31/18
- c. Authorize Payment of Bills, 01/09/19

MOTION: Vice President Hummel moved to approve the Consent Agenda. Trustee Swistak seconded. Roll Call Vote - All Aye. The motion passed.

4. Director's Report

Assign Trustees for "Review of Bills Next Month."

President Fisher and Trustee Sullivan reviewed the December billings in January.

Vice President Hummel and Trustee Flint will review the January billings in February.

Director Weinstein provided an update regarding the elevator. She mentioned that Assistant Director McQuillan would have more information in her report.

Director Weinstein reminded everyone that there is an election on April 2nd. Nine candidates have filed as of December 17th for the four trustee position openings. One candidate has withdrawn as of January 3rd. A lottery for the last position on the ballot was held on December 18th. The results of that lottery have been updated due to the withdrawal and are posted on the Library's website. There are hearings scheduled for two other candidates due to objections.

The Friends of the Library purchased 15 freestanding shelving units for the storage room. The objective of purchasing the shelving units is to aid storage organization and to eventually be able to accept public donations of materials again.

Discussion: Trustee Sullivan asked if the shelving units had wheels. Director Weinstein stated she was not sure.

Because of the Library's collaboration with Literacy DuPage, the Glen Ellyn-Wheaton Alumnae Club of Pi Beta Phi has donated \$400 to the Library.

Director Weinstein presented statistics regarding the Library's website use from last quarter -- October 2018 through December 2018.

Discussion: Trustee Sullivan asked how the stats were collected. Director Weinstein said that Google Analytics was used. Trustee Sullivan also asked how Google Analytics knew what kind of device someone used to visit the site. Recording Secretary Knight suggested that it was probably based on the operating system the devices use.

Director Weinstein gave an update on the mobile app project.

Discussion: Treasurer Wang commented that the statistics report was great and provided insight for streamlining the website. Trustee Sullivan asked how often the Board should review this type of data. Director Weinstein stated that highlighting statistics via the Director's report was new and that she was still working out how to best provide highlighted data throughout the year. Trustee Sullivan suggested seeing database statistics. Director Weinstein mentioned that they were highlighted last year at this time and perhaps another is due at the end of the fiscal year.

5. Assistant Director's Report

Assistant Director McQuillan commented that staff had active shooter training at their December staff meeting, presented by Officer Dan Taylor of the Lisle Police Department.

She gave updates on facility projects from the past month including the elevator project.

Discussion: Trustee Sullivan asked if the Trustees should also have active shooter training. President Fisher recalled watching a video on active shooter training the previous year. Assistant Director McQuillan stated that a reputable video is referenced in her report and that it can be found online. Trustee Sullivan asked if staff would update the Board on projects. Vice President Hummel stated that the Physical Plant Committee would be discussing a number of upcoming projects at the next meeting.

6. Committee Reports

- a. Finance - The Committee did not meet. Treasurer Wang stated that the next meeting was scheduled for February 4th at 7 pm.
- b. Personnel/Policy - The Committee did not meet. Committee members agreed upon a meeting date of February 19th at 7 pm.

- c. Physical Plant - The Committee did not meet. Vice President Hummel stated that the next meeting was scheduled for January 16th at 7 pm.

7. Unfinished Business - None

8. New Business

- a. Appoint Committee to prepare 19/20 Working Budget

President Fisher announced that the Committee will include all Board members, a Committee of the Whole. Director Weinstein presented possible meeting dates. The Board agreed to meet at 6:00 pm, on the regular Board meeting dates of March 13th and April 10th.

9. Opportunity for Trustee comments (five minutes)

Trustee Sullivan stated she was disappointed that the Board has not yet addressed the waiving of fines and fees for Trustees. Vice President Hummel thanked staff for their hard work during the past few weeks. He also congratulated President Fisher who was appointed State Senator for a day. President Fisher thanked the Youth Services Director and staff for their work in helping the local school districts. Secretary Bartelli commented that the candidate petition process was interesting and thanked Director Weinstein, Assistant Director McQuillan, and Recording Secretary Knight for being good deputy secretaries. Secretary Bartelli also mentioned that she read each quarterly report from the Department Directors. Trustee Flint referred to past public comments regarding patron accessibility and public transportation to the Library. Trustee Flint also stated that the Library has limited space for meeting and events.

10. Adjourn

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

Voice Vote - All Aye

The meeting adjourned at 7:47 p.m.

Recorded by

Chris Knight, Recording Secretary

Approved by the Board of Trustees on February 13, 2019.

Approved by

Marjorie Bartelli, Secretary of the LLD Board of Trustees