

LISLE LIBRARY DISTRICT  
BOARD MEETING  
November 14, 2018 - 7:00 p.m.

1. Roll call

Present:

Jay Fisher - President

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

Two members of the public addressed the Board. The first visitor commented on the tax levy and the Director's introductory letter, compared LLD to other local area libraries, and talked about the LLD's fund balances. He stated that he did not see the value in the Library. The second visitor commented on a presentation Director Weinstein provided the Board at a previous meeting. She also mentioned that she was a heavy library user and that she saw a lot of value in the Library.

3. Consent Agenda

- a. Approve Minutes of the October 10, 2018 Board Meeting
- b. Acknowledge Treasurer's Report, 10/31/18, Investment Activity Report, 10/31/18, Current Assets Report, 10/31/18, Revenue Report, 10/31/18, and Expense Report, 10/31/18
- c. Authorize Payment of Bills, 11/14/18

**MOTION:** Trustee Flint 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 Secretary Bartelli reviewed the October billings in November.

Trustee Flint and Trustee Swistak will review the November billings in December.

Director Weinstein announced that both staff and Trustees have completed the annual sexual harassment training in accordance with LLD Policy 901.

LIRA received a grant from ILA which facilitated the purchase of ice alert signs. LLD received one sign and installed it near the entrance. A second sign will be delivered soon.

Trustees were provided ILA Trustee Facts File chapters, a link to the Illinois Veteran's History Project, and a RAILS recommended video; all to fulfill the requirements for the Illinois Per Capita grant.

Director Weinstein and President Fisher attended an intergovernmental meeting on October 11<sup>th</sup>.

The IT Manager is working on upgrading and standardizing equipment throughout the Library.

The Library provided two college tours; 14 students from College of DuPage and 13 students from North Central College.

The Friends of the Lisle Public Library District had a book and media sale in October.

The Library received a Thanksgiving card from the Northern Illinois Food Bank.

The subscription to the periodical, *The Voice*, has arrived. All Board members have access to this trustee-oriented periodical as part of their group membership to United for Libraries.

Discussion: Trustees discussed the monthly statistics report. There were suggestions to highlight certain statistics within the Director's report each month.

## 5. Assistant Director's Report

Assistant Director McQuillan provided an update on the elevator project.

Several webinars on serving patrons with challenges/disabilities were reviewed by the Assistant Director, in an effort to choose one for staff/Trustees to view as a requirement for the Illinois Per Capita Grant.

Assistant Director McQuillan coordinated a group review of Chapter 8 in the Standards for Illinois Public Libraries with the Directors of the Adult and Youth Services Departments. This chapter covers Readers' Advisory and Reference Services; a required chapter review for the Illinois Per Capita Grant.

The Winter Read sign-up event is scheduled for the evening of Friday, December 7<sup>th</sup>. This all-ages event will include refreshments, live music, and crafts.

The Assistant Director participated in a webinar entitled, *Conducting a Library Facility Security Assessment*, presented by Dr. Steve Albrecht.

Discussion: Trustees asked about the elevator project timeline, the additional security cameras, and the new sign near the dumpsters.

## 6. Committee Reports

- a. Finance - The Committee met on October 22<sup>nd</sup> and reviewed the Library's investment strategy, and fund and investment policies.
- b. Personnel/Policy - The Committee did not meet. Trustee Flint stated that he'd likely schedule a meeting in January.

- c. Physical Plant - The Committee did not meet. Vice President Hummel stated that he'd soon connect with the Director regarding upcoming physical plant projects.
- d. LLD Strategic Planning - The Committee has fulfilled its role and was retired by the Board President.

7. Unfinished Business - None

8. New Business

- a. Approve Lisle Library District 2019-2022 Strategic Plan

**MOTION:** Vice President Hummel moved to approve the Lisle Library District 2019-2022 Strategic Plan. Trustee Sullivan seconded.

Discussion: Director Weinstein thanked the Committee for the thoughtful discussions and for crafting a solid plan for the next three years. Trustees commented on implementation, timelines, and thanked the Director for her work on the Plan.

President Fisher called for a vote on the motion.

Roll Call Vote - All Aye. The motion passed.

- b. Adopt Ordinance 18-06: Levy

**MOTION:** Vice President Hummel moved to adopt Ordinance 18-06: Levy. Treasurer Wang seconded.

Discussion: Director Weinstein provided an overview and recommended that the Board approve Ordinance 18-06. Trustees commented on the levy and thanked the Director and staff for their work.

President Fisher called for a vote on the motion.

Roll Call Vote - All Aye. The motion passed.

- c. Approve Certification of Compliance with TITA

**MOTION:** Trustee Flint moved to approve Certification of Compliance with TITA. Vice President Hummel seconded.

Roll Call Vote - All Aye. The motion passed.

- d. Approve LLD Investment Strategy

**MOTION:** Treasurer Wang moved to approve the LLD Investment Strategy. Trustee Sullivan seconded.

Discussion: Director Weinstein and Treasurer Wang provided an overview of the LLD Investment Strategy.

President Fisher called for a vote on the motion.

Roll Call Vote - All Aye. The motion passed.

- e. Approve LLD Policy 710: Fund Balances

**MOTION:** Treasurer Wang moved to approve LLD Policy 710: Fund Balances. Trustee Sullivan seconded.

Discussion: Treasurer Wang and Director Weinstein provided an overview of LLD Policy 710: Fund Balances. Trustee Sullivan thanked Treasurer Wang and Director Weinstein for their work on the policy.

President Fisher called for a vote on the motion.

Roll Call Vote - All Aye. The motion passed.

- f. Approve LLD Policy 720: Investments

**MOTION:** Treasurer Wang moved to approve LLD Policy 720: Investments. Trustee Sullivan seconded.

Discussion: Treasurer Wang provided an overview of LLD Policy 720: Investments. Vice President Hummel asked about the Illinois funds case. Treasurer Wang stated that the case is still unresolved.

President Fisher called for a vote on the motion.

Roll Call Vote - All Aye. The motion passed.

- g. Trustee conference report

Trustee Flint reported on his presentation and attendance at the October Illinois Library Association conference.

9. Opportunity for Trustee comments (five minutes)

Trustee Flint spoke about books he was currently reading and various presentations he'd given at other libraries. Vice President Hummel mentioned the Veteran's History Project and the veteran's memorial ceremony within the Village. Trustee Sullivan suggested tracking projects. Trustee Swistak thanked Director Weinstein for her work on the tax levy. Treasurer Wang talked about a Google business practice her employer was implementing.

10. Adjourn

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

Voice Vote - All Aye

The meeting adjourned at 8:10 p.m.

Recorded by

---

Chris Knight, Recording Secretary

Approved by the Board of Trustees on December 12, 2018.

Approved by

---

Marjorie Bartelli, Secretary of the LLD Board of Trustees