

LISLE LIBRARY DISTRICT
BOARD MEETING
December 10, 2014

The December 10, 2014 Board Meeting was called to order at 7:30 p.m. at Lisle Library District, 777 Front Street.

I. Roll Call

Present:

Richard Flint – President
Jay French – Vice President
Colleen Sehy – Treasurer
John Huff – Secretary
Thomas Hummel – Trustee
Richard Adrian – Trustee
Maureen Rieck – Trustee

Also Present:

Ginger Boskelly – Finance Director
Nicole Mueller – Communications Coordinator
Beth McQuillan – Director of Technical Services
Katharine Seelig – Interim Director
Tatiana Weinstein - Assistant Interim Director
Eileen Soliday – Recording Secretary

II. Opportunity for Visitors to speak

None

III. Consent Agenda

- A. Approve Minutes of the November 12, 2014 Board Meeting
- B. Approve Minutes of the November 12, 2014 Executive Session
- C. Approve Minutes of the November 19, 2014 Personnel-Policy Committee Meeting
- D. Approve Minutes of the December 3, 2014 Finance Committee Meeting
- E. Acknowledge Treasurer's Report, 11/30/14, Investment Activity Report, 11/30/14, Current Assets Report, 11/30/14, Revenue Report, 11/30/14, and Expense Report, 11/30/14
- F. Authorize Payment of Bills, 12/10/14

The following changes were made to the Consent Agenda:

December 10, 2014 agenda:

- Under Consent agenda, I. should be **F**.

November 12, 2014 Board Meeting:

- Committee Reports, A. Finance, fourth sentence: The Chair spoke of IMET fraudulent loans with **First Farmers Financial**.

November 12, 2014 Executive Session:

- The meeting began at **8:21 p.m.** **Trustee Huff** was present.

December 3, 2014 Finance Committee Meeting:

- Roll call, Also Present: **John Huff – Trustee** and **Thomas Hummel – Trustee**.
- III. Transfer of Funds to IMRF, Motion: Trustee Rieck moved to recommend to the Board that **the budgeted** \$200,000 be transferred from the Corporate Fund to IMRF.
- V. Extending Investment Maturities, second sentence: Per our current investment strategy, the Districts investments have an average weighted **maturity** of about 20 months.

Trustee Hummel would have preferred to have *TIF Discussion* on tonight's agenda.

MOTION: Trustee Huff moved to accept the consent agenda as revised. Roll Call Vote – Trustee Adrian – Aye, Trustee Flint – Aye, Trustee French – Aye, Trustee Huff – Aye, Trustee Hummel – Nay, Trustee Rieck – Aye, Trustee Sehy – Aye, the Motion passed.

IV. Director's Report

Assign Trustees for "Review of the Bills Next Month"

Trustee Rieck and Trustee Flint reviewed the November Billings in December.

Trustee French and Trustee Hummel will review the December Billings in January.

The Board discussed the Annual Report for FY 2013-2014. Trustee Sehy would like a link from the annual report to the audit on the Library website.

The Interim Director noted that the permanent "exit only" signs have been installed.

IMET will be holding a participant meeting/phone conference. Trustees should have questions in to the Interim Director by Friday, December 12th.

The DuPage County Statement of Economic Interest will be available online in 2015.

The Interim Director stated the Facilities Steering Committee did a good job determining things that are needed and expected in a library of our size. Now we must put together a Program Plan, and for this we will need outside expertise. We have money in this year's budget for consulting. We need more information from an architectural firm. It was the consensus of the Board to give the Interim Director the green light to make some initial contacts. Trustee Hummel would like the Physical Plant Committee to discuss architects before one is chosen.

A plan to dedicate the Meeting Room to both Albert and Marilyn Cawiezel in January 2015 was discussed.

The Interim Director went to an informal TIF meeting last Thursday and a meeting of the Joint Review Board this afternoon. She stated that the Library's role is to give our opinion on whether the property meets the qualifications of a TIF. There was more discussion about TIFs and the next meeting of the Joint Review Board on January 6, 2015. The Board will meet again for a Special Board Meeting on December 17, 2014 at 7:00 p.m.

V. Assistant Director's Report

Gallery 777 is going along well. "Transformations in Printmaking and Collage" by Nancy L. Staszak is our latest exhibit.

All PC chairs have been reupholstered.

Evaluation forms will be released to staff next Tuesday.

The Graphic artist has designed a new logo for LLD to use throughout 2015 for our 50th anniversary.

VI. Communications

We received a thank you to staff for safe-guarding a patron's purse that was left in the Library. Thank you notes for having automatic doors, for the Facebook classes, for the Tech-Tutor sessions and for the helpful cards placed next to popular author's books.

VII. Committee Reports

- A. Finance: The Committee met on December 3, 2014 and will meet again on January 28, 2015.
- B. Personnel-Policy: The Committee met on November 19, 2014 and will meet again in January or February of 2015.
- C. Physical Plant: There is no meeting planned.
- D. Facilities Steering: There is no meeting planned.
- E. Financial Goals: The chairpersons of this Committee will meet to discuss the final results of this Committee's work.
- F. Information Stewardship: This Committee will meet again in January or February of 2015.

VIII. Unfinished Business

- A. Audit of the FY2013-14 minutes

These audit questions will be answered at the January 14, 2015 Board Meeting.

IX. New Business

- A. Transfer of funds to Special Reserves

MOTION: Trustee Sehy moved to transfer \$182,159 from the Corporate Fund to the Special Reserve Fund. Trustee Rieck seconded. Roll Call Vote – Trustee Adrian – Aye, Trustee Flint – Aye, Trustee French – Aye, Trustee Huff – Aye, Trustee Hummel – Nay, Trustee Rieck – Aye, Trustee Sehy – Aye. The motion passed.

- B. Transfer of funds to IMRF

MOTION: Trustee Sehy moved to transfer the budgeted amount of \$200,000 from the Corporate Fund to IMRF. Trustee Rieck seconded. Roll Call Vote – All Aye

- C. Delete Policy 320: Audio Visual Equipment Loans

No vote was taken on this policy, it will be brought back to the January Board Meeting for a second read.

- D. Policy 907: Public Comment Policy

There was some discussion and some changes made to policy 907, it will be brought back to the January Board Meeting for a second read.

- E. Policy 905: Open Meetings

There were some changes made to policy 905, it will be brought back to the January Board Meeting for a second read.

- F. Policy 315: Loan Periods

There were a few changes made to policy 315, it will be brought back to the January Board Meeting for a second read.

G. Policy 325: Schedule of Fines and Fees

There was some discussion and some changes made to policy 325, it will be brought back to the January Board Meeting for a second read.

X. Executive Session

MOTION: Trustee Adrian moved to go into Executive Session for 5ILCS120/2(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.

The Board went into Executive Session at 9:40 p.m.

The Board came out of Executive Session and went into Open Session at 10:18 p.m.

MOTION: Trustee Rieck moved that the Board appoint Katharine Seelig Director. Trustee Adrian seconded. Roll Call Vote – All Aye

Katharine Seelig appointed Tatiana Weinstein as Assistant Director.

MOTION: Trustee Sehy moved to approve the Director's appointment of Assistant Director. Trustee Huff seconded. Roll Call Vote – All Aye

MOTION: Trustee Sehy moved to provide the Director a salary of \$100,000. Trustee Hummel seconded. Roll Call Vote – All Aye

MOTION: Trustee Sehy moved to provide a salary of \$88,000 for the Assistant Director. Trustee Hummel seconded. Roll Call Vote – All Aye

MOTION: Trustee Sehy moved to adjourn the meeting. Trustee Rieck seconded. Voice Vote – All Aye

The meeting adjourned at 10:27 p.m.

Recorded by

Eileen Soliday, Recording Secretary

Approved by the Board of Trustees on January 14, 2015

Approved by,

John Huff, Secretary of the Board