

LISLE LIBRARY DISTRICT
BOARD MEETING
February 8, 2017 - 7:00 p.m.

1. Roll call

Present:

Richard Flint – President
Maureen Rieck – Vice-President
Colleen Sehy – Treasurer
John Huff – Secretary
Jay Fisher – Trustee
Tom Hummel – Trustee
Longry Wang – Trustee

2. Opportunity for visitors to speak

3. Consent Agenda

- a. Approve Minutes of the January 11, 2017 Board Meeting
- b. Approve Minutes of the January 25, 2017 Finance Committee Meeting
- c. Acknowledge Treasurer’s Report, 01/31/17, Investment Activity Report, 01/31/17, Current Assets Report, 01/31/17, Revenue Report, 01/31/17, and Expense Report, 01/31/17
- d. Authorize Payment of Bills, 02/08/17

MOTION: Trustee Huff moved to approve the Consent Agenda. Roll Call Vote – All Aye

4. Director’s Report

Assign Trustees for “Review of Bills Next Month”

Trustee Sehy and Trustee Wang reviewed the January billings in February.

Trustee Flint and Trustee Fisher will review the February billings in March.

The Director and the Board President thanked Eileen Soliday for her 25 years of service to the Library. The Director noted that there were three internal promotions. The consulting firm will interview trustees, department managers and the Director to better understand operations. Trustees were invited to attend the Trustee Workshop presented by the Illinois Library Association. Youth Services is working with the Lisle Police Department on a program for children. There was a sewage back-up in the mechanical room, the line has been cleared and the area sanitized. The State boiler inspector visited and stated that LLD needs emergency shut-off switches outside of the mechanical room door; this work has been completed.

5. Committee Reports

- a. Finance – The Finance Committee met on January 25, 2017. The Director, the Treasurer and the Finance Director will meet with Ken Herdeman (Ehlers) to discuss investment maturity times. Annual pay grade adjustments were discussed. The committee also discussed the financial information for the LLD Annual Report, which has since been released.
- b. Personnel Policy – This committee will meet to discuss a revision of the health insurance policy on March 1, 2017 at 7:00 p.m.
- c. Physical Plant – no meeting planned

- d. Health Insurance (ad hoc) – This committee met on February 6, 2017. The committee discussed library insurance plans and policies. The committee will advise the Director in budget preparation. They will meet again February 20, 2017 at 2:00 p.m.

6. Unfinished Business

7. New Business

- a. Approve revision to Policy 720: Lisle Library Investments

MOTION: Trustee Rieck moved to approve the revised Policy 720: Lisle Library Investments. Roll Call Vote – All Aye

- b. Approve pay grade adjustment

Management Association recommends that the pay grade schedule to be reviewed and adjusted annually to keep the Library in line with industry standards.

MOTION: Trustee Rieck moved to approve the suggested pay grade adjustment. Roll Call Vote – Trustee Fisher – Aye, Trustee Huff – Aye, Trustee Hummel – Nay, Trustee Rieck – Aye, Trustee Sehy – Aye, Trustee Wang – Aye
The motion passed.

- c. Approve PTO for retiring employee

MOTION: Trustee Rieck moved to approve the PTO (paid time off) payment to retiring employee Soliday not to exceed \$5,605.28. Roll Call Vote – All Aye

8. Executive Session

MOTION: Jay Fisher moved to go into Executive Session for 5ILCS 120/2(c)(21) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Voice Vote – All Aye

The Board went into Executive Session at 8:02 p.m.

The Board returned to Open Session at 8:11 p.m.

MOTION: Trustee Fisher moved to destroy executive session recordings: February 11, 2015 #1, February 11, 2015 #2, March 11, 2015, April 8, 2015 and July 29, 2015. Roll Call Vote – All Aye

MOTION: Trustee Hummel moved to release executive session minutes: September 14, 2016, October 12, 2016, November 9, 2016 #1, November 9, 2016 #2. Roll Call Vote – All Aye

MOTION: Trustee Sehy moved to release all the minutes from January 10, 1982 through April 14, 2004 excluding July 19, 1993, November 15, 1993, February 13, 1995, February 27, 1995, August 20, 1997, June/1999, March 15, 2004, and April 14, 2004. Roll Call Vote – All Aye

9. Adjourn

MOTION: Trustee Huff moved to adjourn the meeting. Roll Call Vote – All Aye

The meeting adjourned at 8:18 p.m.

Recorded by

Eileen Soliday, Recording Secretary

Approved by the Board of Trustees on March 8, 2017.

Approved by

John Huff, Secretary of the Board