

LISLE LIBRARY DISTRICT
BOARD MEETING
June 14, 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. Election of Officers

MOTION: Trustee Hummel moved to nominate J. Fisher as President of the Board.

Trustee Wang moved to nominate R. Flint as President of the Board.

Roll Call Vote - Trustee Bartelli - *Fisher*, Trustee Fisher - *Fisher*, Trustee Flint - *Flint*, Trustee Hummel - *Fisher*, Trustee Sullivan - *Fisher*, Trustee Swistak - *Flint*, Trustee Wang - *Flint*.

J. Fisher was elected President for a 12 month term.

MOTION: Trustee Sullivan moved to nominate T. Hummel as Vice-President of the Board.

Voice Vote - Approved by Voice Vote

T. Hummel was elected Vice-President for a 12 month term.

MOTION: Trustee Flint moved to nominate L. Wang as Treasurer of the Board.

Voice Vote - Approved by unanimous Voice Vote

L. Wang was elected Treasurer for a 12 month term.

MOTION: Trustee Hummel moved to nominate L. Sullivan as Secretary of the Board.

Voice Vote - Approved by Voice Vote

L. Sullivan was elected Secretary for a 12 month term.

3. Opportunity for visitors to speak

Public comment period included comments from six attendees. A visitor expressed his thoughts about the Board re-voting on the Director's salary. A Library user spoke of how the Library is a benefit to his family and the community and asked the Board not to reduce hours and services. Two members of the Illinois State Poetry Society who stated they use the Library for meetings, thanked the Library for the space and resources and oppose reduction of hours and services. One member of a couple who live in Lisle and use the Library regularly, expressed their gratitude to the Director and staff for all the work that they do. One resident thanked the Director and Board for including the District residents in Library community planning.

4. Consent Agenda

- a. Approve Minutes of the May 10, 2017 Board Meeting
- b. Approve Minutes of the May 10, 2017 Executive Session

- c. Acknowledge Treasurer's Report, 05/31/17, Investment Activity Report, 05/31/17, Current Assets Report, 05/31/17, Revenue Report, 05/31/17, and Expense Report, 05/31/17
- d. Authorize Payment of Bills, 06/14/17

There was an amendment to the Minutes of the May 10, 2017 Board Meeting, Item 9. New Business, a. Approve FY2017-18 Working Budget:

MOTION: Trustee Hummel moved to approve the FY2017-18 Working Budget ~~excluding the transfer of funds to special reserves until the B&A is passed at which time monthly transfers are resumed.~~ with the stipulation no money or funds be transferred to the Special Reserve Fund until B&A Ordinance is passed later in the year.

MOTION: Trustee Wang moved to approve Consent Agenda items a. through d. as amended.

Roll Call Vote - All Aye

5. Director's Report

Assign Trustees for "Review of Bills Next Month."

Trustee Fisher and Trustee Wang reviewed the May billings in June.

Trustees to review the June billings in July to be determined.

The Summer Read Kick-Off Party took place on June 3rd. There were various activities inside and outside for attendees of all ages. Over 400 patrons attended. 789 patrons have signed up for Summer Read as of June 14th. Lisle Library District has started its community engagement project. Millennia Consulting has held four focus groups and a larger group forum as of June 9th. The next group forum will be held on June 21st. An online survey will launch on the Library's website on July 7th. A final report of the engagement project will be presented this fall. The new Trustees have had their legal and operational orientations. This included meeting with the Library's attorney, a tour of the facility, and introductions with Department Directors. The Communications Coordinator and Facilities Monitor attended a safety meeting at Village Hall. The Library received comment/suggestion cards that included recommendations to feature the Piasa bird tapestry on the website, to have more European cookbooks in the collection, and to email patrons when a book is close to being overdue. We also received compliments on our *Connections* newsletter from a library Director in Mississippi. The Library also received handmade cards from high school students thanking the Library for the use of the group study rooms for finals preparation and thank-you cards from an embroidery group and the Bridge School in Lisle showing gratitude for the space and community cooperation.

6. Assistant Director's Report

On June 11th there was an incident involving smoldering mulch as reported by a patron. The patron noticed the smoke and called the Fire Department before the Library opened. Firefighters came and sprayed the patch with a neutralizing chemical. The LLD Facilities Monitor also hosed the area down with water later in the day. The Person-In-Charge procedures were updated. The Digital Outreach Team prepared social media posts for Summer Read and the community engagement project. They also discussed ideas for various outreach opportunities throughout Lisle. Plans are ongoing for the Summer Read Wrap-up Party and Ready, Set, Go! events. The Library submitted a reimbursement of expenses claim to ComEd for the March 22nd power outage. The claim was denied. National Power Rodding pumped water out of the south retention area near the parking lot and also cleared out the catch basins in that area. The Library parking lot was seal-coated over the Memorial Day weekend.

7. Committee Reports

- a. Finance - The Committee did not meet. 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.

8. Unfinished Business

- a. Set Director's salary for FY2017-18

There was Board discussion about reaffirming the May 10, 2017 vote; setting the Director's salary.

MOTION: Trustee Hummel moved to increase the Director's salary by 3% to \$108,150.

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

9. New Business

- a. Adopt Resolution R17-04: Lisle Library Board Members

MOTION: Trustee Hummel moved to adopt Resolution R17-04: Lisle Library Board Members.

Roll Call Vote - All Aye

- b. Adopt Ordinance 17-01: Prevailing Wage Ordinance

MOTION: Trustee Hummel moved to adopt Ordinance 17-01: Prevailing Wage Ordinance.

Roll Call Vote - All Aye

- c. Approve Notice of Prevailing Wage Ordinance

MOTION: Trustee Sullivan moved to approve Notice of Prevailing Wage Ordinance.

Roll Call Vote - All Aye

- d. Adopt Ordinance 17-02: Ordinance authorizing non-resident cards

MOTION: Trustee Sullivan moved to adopt Ordinance 17-02: Ordinance authorizing non-resident cards.

Roll Call Vote - All Aye

- e. Adopt Ordinance 17-03: Chronology Ordinance

MOTION: Trustee Wang moved to adopt Ordinance 17-03: Chronology Ordinance.

Roll Call Vote - All Aye

- f. Adopt Ordinance 17-04: Meeting Date Ordinance

MOTION: Trustee Sullivan moved to adopt Ordinance 17-04: Meeting Date Ordinance.

Roll Call Vote - All Aye

- g. Approval for closing Library for Staff Development Day

MOTION: Trustee Sullivan moved to approve the closing of the Library for Staff Development Day on August 11, 2017

Roll Call Vote - All Aye

10. Executive Session

MOTION: Trustee 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 8:01 p.m.

The Board came back into Open Session at 8:22 p.m.

11. Adjourn

MOTION: Trustee Sullivan moved to adjourn the meeting. Voice Vote - All Aye

The meeting adjourned at 8:23 p.m.

Recorded by

Chris Knight, Recording Secretary

Approved by the Board of Trustees on July 12, 2017.
Approved by

Liz Sullivan, Secretary of the Board