

LISLE LIBRARY DISTRICT  
BOARD MEETING  
September 12, 2018 - 7:00 p.m.

1. Roll call

Present:

Jay Fisher - President

Thomas Hummel - Vice President

Marjorie Bartelli - Secretary

Richard Flint - Trustee

Liz Sullivan - Trustee

Emily Swistak - Trustee

Absent:

Longry Wang - Treasurer

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 - None

3. Consent Agenda

a. Approve Minutes of the August 8, 2018 Board Meeting

b. Approve Minutes of the August 8, 2018 Executive Session

c. Approve Minutes of the August 23, 2018 Special Board Meeting

d. Acknowledge Treasurer's Report, 08/31/18, Investment Activity Report, 08/31/18, Current Assets Report, 08/31/18, Revenue Report, 08/31/18, and Expense Report, 08/31/18

e. Authorize Payment of Bills, 09/12/18

**MOTION:** Vice President Hummel moved to approve the Consent Agenda as presented. Trustee Sullivan 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 Flint reviewed the August billings in September.

Vice President Hummel and Trustee Sullivan will review the September billings in October.

Director Weinstein stated that select staff and Trustee Flint would be presenting at the ILA conference in October. She also mentioned that she contacted ILA in May regarding a question Vice President Hummel posed. Director Weinstein read ILA's reply aloud.

On August 10<sup>th</sup> the Public Library District Act was amended regarding eligibility to serve as a library trustee. The amendment applies to the consolidated election of 2019. On August 19<sup>th</sup> the Illinois Library Act and

Public Library District Act were amended regarding non-resident district tax payers who own or lease property.

The Library Board will have four seats up for election on April 2, 2019. Residents of the District may run for a Board seat. Election packets are available at the Adult Circulation Desk. The packets will be collected between December 10<sup>th</sup> and 17<sup>th</sup>. The first day to circulate petitions is Tuesday, September 18<sup>th</sup>. Director Weinstein made a statement about petitioning on Library property, citing item #14 in Policy 610. Policy 610 was revised in June.

It is National Library Card Sign-Up Month. The Library encourages all residents to obtain a Library card. A photo ID and proof of residency, such as a utility bill, are needed for registration. Cardholders can participate in the Library's 10<sup>th</sup> annual *I Love My Lisle Library Card* program through the end of September.

The Library recognizes Banned Books Week. The LLD supports and celebrates the freedom to read.

Discussion: Vice President Hummel asked a question about the new law regarding non-resident, District tax payers. Trustee Sullivan asked that an enhanced organizational chart be supplied to the Board.

#### 5. Assistant Director's Report

Assistant Director McQuillan mentioned programs being planned by the Event Planning Team including Star Wars Reads Day (October 6<sup>th</sup>), Winter Read kick off (December 7<sup>th</sup>), Harry Potter Day (March), and National Library Week (April).

Storm drains and detention area drains were cleared by Visu-Sewer. They will be sending a report with suggestions on how to keep the drains clear.

A proposal for elevator modernization from Colley Elevator Company was accepted and component parts are being ordered. The contract was signed and an accompanying check for 1/3 of the elevator costs was mailed. The Library is currently waiting for Village permitting and code details.

Staff Development Day was held on August 10<sup>th</sup>. The Library was closed that day. Assistant Director McQuillan gave an overview of the day's events.

Discussion: Vice President Hummel asked questions about the storm-water work and the elevator. Trustee Sullivan referenced a project list from April and wanted an updated list to reflect finished projects with estimates for projects that have yet to be completed. Trustee Flint asked about the diversity training that was on the agenda for Staff Development Day.

#### 6. 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 met on August 20<sup>th</sup>. Elevator repair was the main topic of discussion. Conversation prompted planning to schedule a Special Board meeting for August 23<sup>rd</sup>. The meeting also provided updates on HVAC work and security camera installation. No meeting planned.

- d. LLD Strategic Planning - The next meeting is on September 18<sup>th</sup> at 7:00 pm. Upcoming meetings are planned for October 19<sup>th</sup> and November 1<sup>st</sup>.

7. Unfinished Business - None

8. New Business

- a. Adopt Ordinance 18-05: Budget and Appropriation

**MOTION:** Vice President Hummel moved to adopt Ordinance 18-05: Budget and Appropriation. Trustee Sullivan seconded.

Discussion: Secretary Bartelli asked questions about the .02 fund and levy, Special Reserve, maintenance repair costs, and the project list that was previously mentioned by Trustee Sullivan. Trustee Sullivan stated that she would abstain from the vote and talked about reducing the budget.

President Fisher called for a vote on the motion.

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

- b. Approve Certificate of Estimated Revenue

**MOTION:** Trustee Flint moved to approve the Certificate of Estimated Revenue. Trustee Swistak seconded.

Discussion: Trustee Sullivan asked which tax year the Certificate referenced.

President Fisher called for a vote on the motion.

Roll Call Vote - All Aye. The motion passed.

- c. Trustee Reimbursement for meetings, conferences, and workshops

Discussion: President Fisher mentioned that both Trustee Flint and Trustee Sullivan were interested in attending ILA, however Trustee Sullivan had recently reconsidered. President Fisher mentioned that Trustee Flint is presenting at ILA. Trustee Sullivan said that the Board's access to the United for Libraries webinars would suffice regarding Trustee training. Trustee Sullivan suggested parliamentary procedure training for Trustees at a future Board meeting. Vice President Hummel asked Trustee Flint if he would request travel reimbursement. Trustee Flint replied, "No." Vice President Hummel reiterated that presenters should not have to pay a registration fee. Trustee Sullivan reminded the Board about Trustees providing a presentation to the Board after attending a conference so that all Trustees may benefit. Trustee Sullivan asked if the Board could watch the United for Libraries videos during Board meetings. Trustee Swistak commented that it would probably violate the subscription agreement since the Board records all their meetings for the public.

9. Opportunity for Trustee comments (five minutes)

Secretary Bartelli referred to a recent Tribune article regarding 3D printing of guns in libraries. She suggested the Library be prepared to draft a policy if/when the Library acquires a 3D printer. Vice President Hummel mentioned that he visited the Library of Congress on a recent vacation to D.C. and thought it was very interesting.

10. Adjourn

**MOTION:** Trustee Flint moved to adjourn the meeting. Vice President Hummel seconded.

Voice Vote - All Aye

The meeting adjourned at 7:44 p.m.

Recorded by

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Chris Knight, Recording Secretary

Approved by the Board of Trustees on October 10, 2018.

Approved by

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Marjorie Bartelli, Secretary of the LLD Board of Trustees