

APPROVED 5/14/18

Yorkville Public Library
Board of Trustees
Monday, April 9, 2018, 7:00pm
902 Game Farm Road – Michelle Pfister Meeting Room

The meeting was called to order at 7:00pm by President Russ Walter and a quorum was established.

Roll Call:

Theron Garcia-yes, Jason Hedman-yes, Carol LaChance-yes, Wamecca Rodriguez-yes, Russ Walter-yes, Susan Chacon-yes, Darren Crawford-yes
Absent: Krista Danis

Others Present:

Elisa Topper-Library Director, Shelley Augustine-Director Adult Services, Sharyl Iwanski-Circulation Manager, Jackie Milschewski-Library Liaison, Judy Somerlot-Friends of the Library, Sue Smithmeyer-Friends of the Library, Bobbie Hahn-Friends of the Library

Recognition of Visitors:

President Walter recognized all guests.

Amendments to the Agenda:

Mr. Walter noted two resolutions, one to recognize the Friends of the Library and one for participation in non-resident library cards, both under New Business.

Minutes: March 12, 2018

Mr. Hedman moved to approve the minutes and Ms. Garcia seconded. Unanimous voice approval.

Correspondence:

An appreciation letter from “Cards for Hospitalized Kids” was read by President Walter. This was the second time cards were made by the library's children's department.

The 'Friends' who were present were recognized by President Walter for the financial contributions from various fundraisers the group has held. He said the group has also offered to pay for a new sound system for the Michelle Pfister Meeting Room. Mr. Walter presented flowering plants to each of the 'Friends' and thanked them for their dedication. Ms. Somerlot stated that the group has raised \$64,600 over the years, particularly from the book sale and mini-golf. Ms. Topper will present a signed Resolution to the Friends. Mr. Walter also informed them the 5K race has been canceled for this year.

Public Comment: None

Staff Comment:

In honor of National Library Week, staff will be recognized with a lunch and patrons will be treated to refreshments later in the week. Personalized mugs were presented to each Board member.

Report of the Treasurer:

Ms. Chacon presented the highlights of the report:

1. Several books were purchased this month.
2. Bill for \$1,971 for mechanical repairs.
3. Two scanners purchased for new library cards.
4. Motion picture license fee of \$448.
5. Bills coming next month for required inspections.
6. Ms. Topper discussed a possibly unauthorized fire extinguisher inspection.
7. Upcoming inspections for elevator inspection and fire alarm personnel.

Payment of Bills

A motion was made by Mr. Crawford and seconded by Ms. Garcia to pay the bills as follows:

\$25,766.64 Accounts Payable
\$34,894.21 Payroll
\$60,660.85 Total

Roll call: Garcia-yes, Hedman-yes, LaChance-yes, Rodriguez-yes, Walter-yes, Chacon-yes, Crawford-yes. Motion carried 7-0.

Report of the Library Director:

Ms. Topper briefly mentioned the following:

1. Discussed facility management to coordinate all State and City inspections.
2. Observing National Library Week, both Ms. Augustine and Ms. Topper will write letters to the editor of *Kendall County Record*.
3. Researched \$4,060 grant for "Back to Books", 170 grants to be awarded by mid-April.
4. New staff member in Youth Service Department, Marianne Eberhardt will be resigning.

City Council Liaison

Ms. Milschewski inquired about Overdrive, a program which the library uses. Directions for using Overdrive are on the library website.

Standing Committees: No reports.

Unfinished Business:

Approve Budget for 2018/2019

Budget revisions have been made and salaries have been increased by 3%. President Walter noted there is a \$20,244 deficit. The current year budget had a deficit of \$85,000, however, the year will end in the 'black'. A motion was made by Carol LaChance and seconded by Russ Walter to approve the FY 2018/2019 proposed budget which starts May 1.

Roll call: Hedman-yes, LaChance-yes, Rodriguez-yes, Walter-yes, Chacon-yes, Crawford-yes, Garcia-yes. Motion carried 7-0.

New Business:

Resolution 01-18 to Recognize Friends of the Library

President Walter noted the group is a great resource for the library and helped the library budget tremendously. Ms. Garcia moved to approve resolution 01-18 to Recognize the Friends. Ms. LaChance seconded.

Roll call: LaChance-yes, Rodriguez-yes, Walter-yes, Chacon-yes, Crawford-yes, Garcia-yes, Hedman-yes. Motion carried 7-0.

Public Notice Participants in Public Act 92-1066 Non-Resident Card Fee

President Walter said this action must be taken each year per State law and cost is determined by a State formula. Residents must present their property tax bill to calculate the cost. Ms. Rodriguez moved to approve Resolution 02-18 authorizing purchase of library cards by non-residents and Mr. Hedman seconded the motion.

Roll call: Rodriguez-yes, Walter-yes, Chacon-yes, Crawford-yes, Garcia-yes, Hedman-yes, LaChance-yes. Motion carried 7-0.

Ms. Rodriguez inquired if there had been any further communication with the Parks Department regarding use of the Michelle Pfister Meeting Room and possible joint fundraiser. There has been no further discussion.

Executive Session:

At approximately 7:34pm, a motion was made by President Walter to enter into Executive Session for the the appointment, employment, compensation, discipline, performance 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. The motion was seconded by Ms. LaChance.

Roll call: Walter-yes, Chacon-yes, Crawford-yes, Garcia-yes, Hedman-yes, LaChance-yes, Rodriguez-yes. Motion carried 7-0.

New Business cont.:

The Executive Session ended at 9:03pm with all Board members still present. No formal action was taken.

Adjournment:

There was no further business and the meeting was adjourned at 9:04pm on a motion by Mr. Walter and second by Ms. Garcia.

Minutes respectfully submitted by
Marlys Young, Minute Taker