

Yorkville Public Library
Board of Trustees
Monday, July 8, 2019 7:00pm
902 Game Farm Road – Michelle Pfister Meeting Room

The meeting was called to order at 7:00pm by President Darren Crawford, roll was called and a quorum was established.

Roll Call: Susan Chacon-yes, Darren Crawford-yes, Krista Danis-yes, Ryan Forristall-yes, Theron Garcia-yes, Jason Hedman-yes, Wamecca Rodriguez-yes, Russ Walter-yes.

Others Present:

Library Director Elisa Topper, Circulation Manager Sharyl Iwanski-Goist, Friends of the Library member Judy Somerlot, Parks and Recreation Director Tim Evans, Tiffany Forristall, City Liaison Daniel Transier, Boy Scout Daniel Chacon.

Recognition of Visitors: President Crawford recognized the library staff and guests.

Amendments to the Agenda: None

Minutes: June 10, 2019

Mr. Walter made a motion to approve the June 10, 2019 minutes and Mr. Hedman seconded. Roll call: Crawford-yes, Danis-yes, Forristall-yes, Garcia-yes, Hedman-yes, Rodriguez-yes, Walter-yes, Chacon-yes. Carried 8-0.

Correspondence:

The library attorney sent a letter informing the Board his rates will be increasing from \$210 to \$225 per hour effective July 1, 2019. A letter was read from Daniel Chacon thanking the Board for their assistance with his recent Boy Scout project at the library.

Public Comment: None

Staff Comment: None

Report of the Treasurer:

Ms. Chacon reported the chiller repair at \$7,119 was a big expense on this report, summer reading program items were purchased, a thermal system repair was made and real estate taxes came in.

Payment of Bills

Mr. Crawford moved and Ms. Garcia seconded a motion to pay the bills as follows:

\$24,870.25	Accounts Payable
\$38,635.73	Payroll
\$63,505.98	TOTAL

Roll call: Danis-yes, Forristall-yes, Garcia-yes, Hedman-yes, Rodriguez-yes, Walter-yes, Chacon-yes, Crawford-yes. Carried 8-0.

Report of the Library Director:

Ms. Topper reported the following highlights:

1. Several mechanical resets were needed due to a recent power outage.
2. Mechanical contractor R.J. O'Neil did a walk-through and will present proposal for service next month. Mr. Walter participated and provided history of the building.
3. Gutters were cleaned, but not satisfied with the service, will ask them to come back.
4. Mulch washed out of children's area due to gutters not being cleaned properly.
5. Hand-delivered deposit for digital sign, working on approval from the city.
6. Magnetic gate to courtyard needed repair, part no longer available, had to improvise.
7. Water heater safety valve needs to be replaced.
8. Presented new brochure card for festival handouts, etc.
9. Eagle Scout project completed and a local church installed a caterpillar planter.
10. Received \$500 Financial Literacy grant, which will provide funds for various activities.
11. Submitted Illinois Public Library annual report for 2019.
12. Friends provided funds for courtyard fountain. Thanked Ms. Augustine and Ms. DeBord for assistance.

City Council Liaison No report

Standing Committees: None

Unfinished Business:

Election of Officers

Mr. Walter moved and Mr. Hedman seconded the motion to approve the slate of officers as presented: Mr. Crawford-President, Ms. Garcia-Vice-President, Ms. Rodriguez-Secretary and Ms. Chacon-Treasurer.

Roll call: Forristall-yes, Garcia-yes, Hedman-yes, Rodriguez-yes, Walter-yes, Chacon-yes, Crawford-yes, Danis-yes. Carried 8-0.

Digital Sign & Cooperation of Parks

Ms. Topper and Mr. Evans recently met and discussed two topics: the new library digital sign and the Mini-Golf event. They decided they would post each other's major event information on their respective signs. Mr. Evans said his department may have funds to assist with the sign cost. He also offered the Parks Department's assistance for the Mini-Golf event since they have experience with special events. Ms. Topper said she had considered hiring an event coordinator who would be paid a stipend. Ms. Topper presented a proposal from Tiffany Forristall regarding the coordinator position and Mr. Evans volunteered to hire Ms. Forristall. Ms. Somerlot posed several questions including: who would pay the stipend and how the profits would be spent, what are the coordinator's responsibilities, who would do set-up, etc. Mr. Walter noted that the mini-golf has always been known as a Friends' event and the funds are given to them. President Crawford noted this was a great opportunity for the Library and Parks to work together. Ms. Rodriguez suggested the Friends keep the event, hire the coordinator, pay the stipend and work with Parks. Ms. Somerlot will schedule an advisory committee meeting including herself, Mr. Evans, Ms. Topper and the proposed coordinator.

Update on Mural

Ms. Iwanski-Goist presented an artist's sketch of authors for the mural and pillars. Ms. Topper noted she is looking at a January unveiling to coordinate with the mini-golf event. The mural content was discussed and diversity of authors was stressed as being important. Some well-known authors were thought to be too controversial. After much discussion about authors who should be included for consideration, the Board decided to compile a new list of authors to bring back to the Board.

Update on Eagle Scout Project

Daniel Chacon said his completed project was under budget and he thanked the Board for their assistance. Ms. Topper said she would like to have a dedication and plaque and will send information to the newspapers. Mr. Chacon will inform the Board when his Eagle Scout ceremony will be held.

New Business:

**Mechanical Overview of the Library Building-Maintenance
Proposal by R.J. O'Neil – Kevin Baumann**

This item was tabled until August.

Review of Executive Session Minutes

The review will be held at 6pm prior to the next Board meeting on August 12, 2019. All Board members can review and the meeting will be held in the Michelle Pfister Meeting Room.

Executive Session: None

Additional Business:

Ms. Topper invited all to the courtyard to see the Eagle Scout project.

Adjournment:

There was no further business and the meeting adjourned at 8:03.

Minutes respectfully submitted by
Marlys Young, Minute Taker