MEETING MINUTES OF THE BOARD OF TRUSTEES OF POPLAR CREEK PUBLIC LIBRARY DISTRICT

Thursday August 16, 2018
7:08 p.m.
Mercedes A. McGowan Board Room

1. Call to Order–President Prosser called the meeting to order at 7:08 p.m.

2. Roll Call–Trustee Harry, Hulke, Kennedy, Khan (arrived at 7:09) McCreary, Porter, President Prosser and Student Advisory Trustee Thakkar
Also Present–Executive Director Debra Stombres, Deputy Director Kris Kenney, Deputy Director Ron Pauli, Business Manager Sue Haisan and Administrative Assistant Deborah Muscarello.
Guests Present: Teen Services Manager Hannah Sloan and Student Trustee's Father Mr. Thakkar

3. Pledge of Allegiance

4. President's Report–President Prosser reported to the Board:

- The Parade/Booth went well
- The Van looks awesome
- The Farmer's Market was quite impressive, thanks to Kris Kenney for all the work she put in to make it all come together

5. Public Forum–None

6. Trustee Kennedy moved and Trustee Hulke seconded a motion to request the Board to accept the agenda as presented
Voice Vote Unanimous
Motion Passed

7. Secretary's Report–Eva Porter

a. Thank you from President Billie Roth to the Library for their sponsorship of this year's Streamwood Celebration, and a comment card from a patron expressing what a pleasure Samantha and Audrey in circulation are to work with.

8. Teen Advisory Report–Student Trustee Thakkar reported to the Board, highlighting life size board games and 3D printing classes.

9. Executive Director's Report–Debra Stombres reported to the Board, discussion included Alex Katsion leaving and the hiring of new Graphic Artist Dan Malko, a Thank you for Summerfest participation and a possible Build a Bear for a pass around award.
Guest Manager Hannah Sloan reported to the Board and shared a video created by the TAB (teen advisory board).
Hannah also distributed a list of all her accomplishments since she started in February 2017. Highlights were Battle of the Books at Teft and Canton, brought Crazy College Simulator to Streamwood High School and has established a presence at the schools.

10. Business Manager's Report–Sue Haisan Reported to the Board highlighting reconciling the new point of sales system, attended a Business Manager's Meeting and the auditors will be onsite Friday September 7th.

11. Trustee Kennedy moved and Trustee McCreary seconded a motion to accept the consent agenda as presented.

Roll Call Ayes Harry, Hulke, Kennedy, Khan, McCreary Porter, President Prosser and Student Advisory Trustee Thakkar

Nays

Motion Passed

a. Minutes of the Regular Board Meeting –July 19, 2018
b. Minutes of the Building and Grounds Committee July 31, 2018
c. Semi–Monthly Expenditures for $588,927.96 from 7/14/2018 through 8/10/2018.
d. Acceptance of Executive Director's Report and Business Manager's Report

12. Current Business

a. Parade Update–The Library won Most Unusual entry award
b. Discuss Survey Adjustments–The Board chose a date and agreed the survey should be in English and Spanish.
c. Discussion of Chamber Business After Hours Event–The invitations were sent out

13. New Business

a. Trustee Kennedy moved and Trustee McCreary seconded a motion to request the Board to accept the certificate of estimated revenues.

Roll Call Ayes Harry, Hulke, Kennedy, Khan, McCreary Porter, President Prosser and Student Advisory Trustee Thakkar

Nays

Motion Passed

b. Trustee McCreary moved and Trustee Khan seconded a motion to request the Board to choose America's Snow removal contract for three years.

Roll Call Ayes Harry, Hulke, Kennedy, Khan, McCreary Porter, President Prosser and Student Advisory Trustee Thakkar

Nays

Motion Passed

c. Trustee McCreary moved and Trustee Porter seconded a motion to request the Board to choose Supreme Asphalt seal coating contract not to exceed $9,000.00

Roll Call Ayes Harry, Hulke, Kennedy, Khan, McCreary Porter, President Prosser and Student Advisory Trustee Thakkar

Nays

Motion Passed

d. Trustee McCreary moved and Trustee Kennedy seconded a motion to request the Board to approve the FY2018-19 Budget and Appropriations Ordinance 18-02 as presented and posted.

Roll Call Ayes Harry, Hulke, Kennedy, Khan, McCreary Porter, President Prosser and Student Advisory Trustee Thakkar

Nays

Motion Passed

e. Trustee McCreary moved and Trustee Kennedy seconded a motion to request the Board to approve the Levy .02% ordinance 18-03 to be used in the building and sites fund.

Roll Call Ayes Harry, Hulke, Kennedy, Khan, McCreary Porter, President Prosser and Student Advisory Trustee Thakkar

Nays

Motion Passed

f. Discuss Branch Room Expansion–The Board discussed a mobile unit

g. Grant Project Discussion–Trustee Khan and Trustee Kennedy will be on the committee

h. Promotion of rental of meeting rooms–The policy committee will finalize the policy, and the Board will decide how they will proceed from there.

14. Public Forum–None

15. Comments/Topics for September Board Meeting–Chamber Update

16. Trustee Kennedy moved and Trustee Khan seconded a motion to adjourn to the next Board Meeting of September 20, 2018.
Voice vote unanimous

Adjourned at 8:39 p.m.

Eva Porter	Deborah Muscarello
Secretary	Administrative Assistant