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

Thursday January 18, 2017
7:00 p.m.
Mercedes A. McGowan Board Room

1. Call to Order–President Prosser called the meeting to order at 7:00 p.m.

2. Roll Call: Trustee Hulke, Kennedy, Khan, McCreary, Porter, Student Advisory Trustee Condrea and President Prosser.
Absent–Trustee Harry
Also Present–Executive Director Debra Stombres, Deputy Director Kris Kenney, Business Manager Sue Haisan, Administrative Assistant Deborah Muscarello and Maintenance Services Manager Bill Slayton.

3. Pledge of Allegiance

4. President's Report

a. Presidential Award Ceremony–President Prosser awarded our teen volunteers that achieved the "Presidential Service Award".

5. Recess to Executive Session

a. Trustee McCreary moved and Trustee Hulke seconded a Motion Request the Board to adjourn into Executive Session under (5ILCS 120) (C) (21) Discussion of minutes lawfully closed under the Illinois Open Meetings Act to determine whether they should be made public.

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

Motion Passed

6. Reconvene Open Session
Trustee Hulke moved and Trustee Khan seconded a motion to reconvene to open session at 7:14 p.m.

7. Roll Call–Trustees Hulke, Kennedy, Khan, McCreary, Porter, Student Advisory Trustee Condrea and President Prosser
Absent Harry

8. Public Forum–Questions concerning agenda–None

9. Trustee McCreary moved and Trustee Kennedy seconded a motion to accept the agenda as amended.
Voice Vote Unanimous

10. Secretary's Report–Trustee Porter
    a. Correspondence one patron comment was shared

11. Teen Advisory Report–Student Trustee Condrea reported to the Board

12. Executive Director's Report–Debra Stombres reported to the Board
Guest Manager Bill Slayton discussed 15 C bid for door swipes, HVAC, bridge, lightning upgrade and the facility assessment with the Board. The paint color blue was unanimously chosen by the Board.

13. Business Manager's Report–Sue Haisan reported to the Board

14. Consent Agenda Approval as Amended
    a. Executive Session Minutes of the Regular Board Meeting of PCPLD Board of Trustees.
        1. December 14, 2017
    b. Release of Select Executive Session Minutes of Board Meetings
        1. December 14, 2017 as amended
    c. Destruction of Audiotapes of all Executive Sessions prior to May14, 2016.
        1. January 21, 2016

2. January 26, 2016

3. February 27, 201

d. Minutes of Regular Board Meeting – December 14, 2017

Minutes of the Personnel Committee-November 10, 2017

Minutes of the Finance Committee January 11, 2018

Minutes of the Strategic Goals and Training Workshop January 13, 2018

e. Semi-Monthly Expenditures for $631,128.95 from December 18, 2017 through January 12, 2018.

f. Acceptance of Executive Director's Report and Business Manager's Report

g. Updated PCPLD Goals for FY2018 from January 13 (9:30am-12:30pm) Workshop

h. Finance Committee Report – Jan 11, 2018

i. Website Privacy Policy Updated

j. Patron Ban Policy Updated

k. Patron Code of Conduct Updated

l. FOIA Policy/Procedures Updated

m. Internet Use Policy Updated

n. Fines and Fees Policy Updated

Trustee Khan moved and Trustee Kennedy seconded a Motion to approve the consent agenda as amended

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

Nays

Absent Harry

Motion Passed

15. New Business

a. Farmer's Market Report/Discussion-Kris Kenny updated the Board on the progress

b. Paint Samples-Bill Slayton discussed under item 12

c. Bid for Library Board employee areas door swipes-evaluate, select and approve a door swipe quotation.-Bill Slayton discussed this under item 12 and the Board elected to table this item.

d. Trustee Kennedy moved and Trustee Khan seconded a motion to request that the library accept the bid of Shales McNutt Construction for the Glass Wall Project including Alternate 1 at a cost not to exceed $125,751.00

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

Motion Passed

e. Summerfest Parade Participation Update–Candace McCreary reserved a convertible for the Summerfest Parade.

f. Discussion of Handicapped Parking lot south side of main library drop off of children and teens–The Board discussed alternatives to the traffic flow.

g. Room naming rights fund raising proposal–Debra Stombres discussed with the Board ideas/alternatives, the Board asked Debra to confer with other libraries and offer ½ price for 10 years.

h. Trustee Kennedy moved and Trustee McCreary seconded a motion to add PMA as an approved investment broker.

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

Motion Passed

i. Trustee Kennedy moved and Trustee Khan seconded a motion to approve resolution 18–01

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

Motion Passed

16. Public Forum–Questions concerning library–Joe Olsen was here as an observer/resident from another library district. Joe is trying to understand practices and what best practices would be. Trustee Hulke asked Joe for some feedback on our meeting and he stated he likes the fact that we start our meetings with the pledge of allegiance and that there is an open dialogue amongst the Trustees.

17. Comments/Topics for February Board Meeting–Update on handicapped parking, strategic goals and bid for area door swipes vs. keys.

18. Adjournment
Trustee Hulke moved and Trustee Kennedy seconded a motion to adjourn to the net Board Meeting of February 15, 2018.
Voice Vote Unanimous

Adjourned at 8:35 p.m.

Eva Porter	Deborah Muscarello
Secretary	Administrative Assistant