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

Thursday May 17, 2018
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:
Present: Trustees Harry, Kennedy, Khan, McCreary, Porter, Student Advisory Trustee Condrea (left at 7:45 p.m.) and President Prosser.
Absent: Trustee Hulke
Also Present–Executive Director Debra Stombres, Deputy Director Kris Kenney, Deputy Director Ron Pauli, Administrative Assistant Deborah Muscarello and Business Manager Sue Haisan.
Guests Present: IT Services Manager Brian Ormond

3. Pledge of Allegiance

4. President's Report–President Prosser reported on her attendance at the Chamber of Commerce

5. Public Forum–None

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

7. Secretary's Report–Trustee Porter
    a. Correspondence–Comments from a patron "all staff should get a raise", kudos to Amanda from a patron stated "Amanda has helped her immensely", thank you's from Shannon Halikias for taking the COD class on a tour it was wonderful, from Magali Wyman for the flowers and from Debra Stombres for the fruit, candy and well wishes.

8. Teen Advisory Report–Student Trustee Condrea– President Prosser thanked Student Advisory Trustee Condrea for her service, and presented her with an engraved award.

9. Executive Director's Report–Debra Stombres reported to the Board. Discussion included changes being made due to employees leaving for other opportunities and the completion of the glass door installment.
Guest Manager –Brian Ormond reported to the Board. Discussion included our streaming media devices and WIFI hotspots.

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

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

Roll Call Ayes Harry, Kennedy, Khan, McCreary, Porter and President Prosser
Nays
Absent Hulke

Motion Carried

a. Minutes of Regular Board Meeting–April 19, 2018
b. Semi–monthly expenditures for $440,641.26 from 4/14/18 through 5/10/18
c. Acceptance of Executive Director's report and Business Manager's report

12. New Business

a. Motion to request the Board to approve the purchase of 3 desk spaces not to exceed $17,000.00

Roll Call Ayes Harry, Kennedy, Khan, McCreary, Porter and President Prosser
Nays
Absent Hulke

Motion Carried

b. Annual Audit of Secretary Minutes–Trustee Kennedy Volunteered to assist Treasurer McCreary in auditing the minutes, a date will be scheduled.

13. Public Forum–None

14. Recess to Executive Session
Trustee McCreary moved and Trustee Khan seconded a motion to recess to executive session (5ILCS 120/2) (C) (3) to discuss the selection of a person to fill a public vacancy in a public office.
Voice Vote Unanimous
Motion Passed

15. Reconvene Open Session–President Prosser Reconvened to open session @8:27 p.m.

16. Roll Call
Trustee Harry, Trustee Kennedy, Trustee Khan, Trustee McCreary, Trustee Porter and President Prosser.
Absent Trustee Hulke

17. Trustee McCreary moved and Trustee Kennedy seconded a motion to nominate Ravi Thakkar as Student Advisory Trustee 2018–2019

Roll Call	Ayes	Harry, Kennedy, Khan, McCreary, Porter
	Nays	
	Abstain	President Prosser
	Absent	Hulke

Motion Carried

18. Comments/Topics for June Board Meeting–Prevailing wage, review of executive session minutes and non–resident card participation ordinance.

19. Trustee Kennedy moved and Trustee Khan seconded a motion to adjourn to the next Board Meeting of June 21, 2018.
Voice Vote Unanimous
Adjourned at 8:40 p.m.

Eva Porter	Deborah Muscarello
Secretary	Administrative Assistant