MEETING MINUTES OF THE BOARD OF TRUSTEES OF POPLAR CREEK PUBLIC LIBRARY DISTRICT
Thursday November 15, 2018
7:00 p.m.
Mercedes A. McGowan Board Room

1. Call to Order–Vice President McCreary call the meeting to order at 7:00 p.m.

2. Roll Call–Trustee Harry, Hulke, Kennedy, Khan, McCreary and Porter
Absent President Prosser and Student Trustee Thakkar
Also Present–Executive Director Debra Stombres, Deputy Director Kris Kenney, Deputy Director Ron Pauli, Business Manager Sue Haisan, Administrative Assistant Deborah Muscarello and Public Relations/Program Coordinator Mary Hauserman.

3. Pledge of Allegiance

4. President's Report–Vice President McCreary made reference to the Business after Hours Invitation and asked the Trustee's to RSVP to the Village of Streamwood.

5. Public Forum–None

6. Accept Agenda
Trustee Kennedy Moved Trustee Khan seconded a motion to accept the agenda as presented.
Voice Vote Unanimous
Motion Passed

7. Secretary's Report–Eva Porter
- Thank you letter from Sue Haisan for the flowers and well wishes

8. Teen Advisory Report–No report for this month

9. Executive Director's Report–Debra Stombres reported to the Board
    a. Survey Update–Debra updated the Board on the survey numbers:
- Teens Fourteen
- Adults Sixty Six

Guest Manager–Mary Hauserman reported to the Board, highlighting the newsletter and upcoming concerts.

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

a. Trustee Kennedy moved and Trustee Hulke seconded a motion to Request the Board to accept FY2017–2018 Annual Audit as presented by Sikich LLP

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

Motion Passed

11. Trustee Hulke moved and Trustee Khan seconded a motion to approve the consent agenda as presented

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

Motion Passed

a. Minutes of the Truth and Taxation Hearing Meeting–October 18, 2018
b. Minutes of the Regular Board Meeting–October 18, 2018
c. Semi–Monthly Expenditures for $385,003.31 from 10/12/2018 through 11/09/2018
d. Acceptance of executive Director's Report and Business Manager's Report
e. Unattended Children Policy–Updated
f. Proctoring Policy–Updated
g. Meeting Room Reservation/Policy–Updated
h. Security Surveillance Policy–Updated
i. Travel Expense Resolution Review
j. Bike Locks–melding past policy into the loans period policy–Updated
k. Inter–Library Loan Policy–Updated

12. New Business

Trustee Kennedy moved and Trustee Khan seconded a motion to approve the Board of Trustees Meeting Calendar for 2019

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

Motion Passed

13. Recess to Executive Session

Motion to Recess to Executive Session to Discuss Director's Annual Review

Trustee Kennedy moved and Trustee Porter seconded a motion to adjourn into Executive Session (5ILCS 120/2) (C) (1) to Discuss the employment, compensation, discipline, or performance of specific employees.

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

Motion Passed

14. Reconvene Open Session

15. Roll Call–Trustee Harry, Hulke, Kennedy, Kham, McCreary and Porter
Absent President Prosser and Student Trustee Thakkar

16. Public Forum–Questions Concerning Library–None

17. Comment/Topics for December Board Meeting

18. Adjournment

Trustee Hulke moved and Trustee Kennedy seconded a motion to adjourn to the December 13, 2018 meeting

Voice Vote Unanimous

Motion Passed

Adjourned at 8:37 p.m.

Eva Porter	Deborah Muscarello
Secretary	Administrative Assistant