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

Thursday September 20, 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–Trustee Harry, Hulke, Kennedy, Khan, McCreary, Porter, President Prosser and Student Advisory Trustee Thakkar
Also Present–Executive Director Debra Stombres, Deputy Director Ron Pauli, Business Manager Sue Haisan and Administrative Assistant Deborah Muscarello

3. Pledge of Allegiance

4. President's Report–President Prosser Reported to the Board

- The Town Hall Meeting with Congressman Raja Krishnamoorthi went very well
- The Chamber after hours event was a success
- Our Festival Hispano was well organized and well attended
- Attended an Open House at the Schaumburg Library for Library Directors and Trustees

5. Public Forum–Questions Concerning Agenda–None

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

7. Secretary's Report–Trustee Porter

- Patron commented on all the creative projects
- Thank you from Congressman Raja Krishnamoorthi for hosting the Town Hall Meeting
- Thank you from Chief of Police Michael Menough to acknowledge receipt of our appreciation letter for the efforts of his officers at our active shooter training

8. Teen Advisory Report–Student Trustee Thakkar reported to the Board highlights were a low turnout for the mock ACT test and there will be a basic sewing program in October.

9. Executive Director's Report–Debra Stombres reported to the Board, highlights were Staff Day Training, BCBS insurance plan will be changing over to the calendar year and the Trustee Coffee will be held October 21st with our concert "Heartland a Musical History of Illinois", the Board has invited Jesse White.

10. Business Manager's Report–Sue Haisan Reported to the Board highlighting the annual tax levy for fiscal year 2019

11. Trustee Kennedy moved and Trustee Khan 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 Public Hearing–August 16, 2018
b. Minutes of the Regular Board Meeting–August 16, 2018
c. Minutes of the Finance Committee–September 14, 2018
d. Semi–Monthly Expenditures for $453,208.05 from 8/11/18 through 9/14/2018
e. Acceptance of Executive Director's Report and Business Manager's Report
f. Fines and Fees Policy–Updated
g. Volunteer Policy–Updated
h. Library Card Policy–Updated
i. Reference Services Policy–Updated
j. Serving/Selling Alcohol in the library Policy–Updated
k. Remote Attendance Policy

12. Current Business

a. Present a Resolution for the estimate of the amount of a tax levy in compliance with the requirements of the truth in taxation act, fiscal year 2019 no. 18–03

b. Trustee McCreary moved and Trustee Kennedy seconded a motion to request the Board to adopt resolution no. 18-03 estimating the annual tax levy for PCPLD for fiscal year 2019

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

Nays

Motion Passed

c. Trustee Coffee in October-The Trustee Coffee will be held October 21st @ 3:00 p.m. with our Music Concert "Heartland a Musical History of Illinois" from 2:00-3:00 p.m., Jessie White will be invited to attend. Five of the seven board members will be attending the coffee.

d. Update on the Board survey via Survey Monkey-2nd week of October, run in examiner, ends just before Thanksgiving. Also online, will be available in Spanish, and a version for teens. Raffle prizes for survey takers, (one for teens and one for adults).

13. New Business

a. Trustee Kennedy moved and Trustee Hulke seconded a motion to vote on the renewal of the Signal 88 contract

Roll Call Ayes

Nays Harry, Hulke, Kennedy, Khan, McCreary, Porter, President Prosser and Student Advisory Trustee Thakkar

Motion Denied

b. Trustee Kennedy moved and Trustee Harry seconded a motion to request the Board to approve the purchase of two self-check machines not to exceed $15,000.00

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

Nays

Motion Passed

c. Discuss 2019 Per Capita Requirements-Debra advised the Trustees of the requirements for this year, they were asked to read chapters 6-10 in the Trustees Fact File in order to discuss at the next Board meeting. She will also send them a link to a webinar to watch prior to the meeting.

d. Trustee McCreary moved and Trustee Kennedy seconded a motion to request the Board to approve the 2019 Salary Structure CPI Increase of 2%

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

Nays

Motion Passed

14. Public Forum–Questions Concerning Library–None

15. Comments/Topics for October Meeting–Per Capita requriements, Audit Presentation and Adopt the Levy

16. Trustee Hulke moved and Trustee McCreary seconded a motion to adjourn to the next regular Board Meeting of October 18, 2018
Voice Vote Unanimous
Motion Passed

Adjourned at 8:04

Eva Porter	Deborah Muscarello
Secretary	Administrative Assistant