MEETING MINUTES OF THE BOARD OF TRUSTEES OF POPLAR CREEK PUBLIC LIBRARY DISTRICT
Thursday February 21, 2019
7:00 p.m.
Mercedes McGowan Board Room

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

2. Roll Call-Trustee Harry, Hulke, Kennedy, Khan, McCreary, Porter and Student Trustee Thakkar
Absent-President Prosser
Also Present-Executive Director Debra Stombres, Deputy Director Kris Kenney, Business Manager Sue Haisan, Technical Services Coordinator Cassidy Fontana and Administrative Assistant Deborah Muscarello.

3. Pledge of Allegiance

4. President's Report-Vice President McCreary reminded the Board that the Economic Statement of Interest will be due in the middle of May.
Discussed the ILA Legislative Meet Up agenda with the Board
Updated the Board on a conversation she had with Senator Cristina Castro regarding money being available for Libraries, letters for grant opportunities can be sent to Senator Cristina Castro and John Cullerton.

5. Public Forum-None

6. Trustee Hulke moved and Trustee Porter seconded a motion to accept the agenda as presented
Voice Vote Unanimous

7. Secretary's Report-Eva Porter
Correspondence
- Thank you from patrons on the new "Blind date with a book" program and also the help they received from Colin in the studio
- Thank you from Waheeda Haq for the flowers (sympathy)
- Thank you from a patron for the help received in the Studio by Andre
- A patron asked that we start enforcing the 15 minute parking rules

8. Treasurer's Report-Discussed the date of the next Finance Committee

9. Teen Advisory Report-Student Trustee Thakkar reported to the Board highlighting
- The team talent show that will be held in the middle of July, there will be three to five judges
  And Amazon gift cards
- Teen Book Smackdown-Teen version of Battle of the Books, there will be 46 books for the event
- Flyers are promoting "crazy college simulator" for the Spring

10. Executive Director's Report
Guest Manager-Cassidy Fontana Technical Services Coordinator

- Extraordinary things-we are adding new and replacing items, the cataloging and processing is being done before they are checked out to the patron.
- Blanca and Mayra ordered books on their trip to Guadalajara, those books have arrived.

Debra Stombres reported to the Board highlighting

- March 8th In-Service day half a day, shared the agenda with the Board
- Winter reading participation almost doubled!
- We received furniture for the Studio from the Westmont Library
- The My Library AP is now compatible with Polaris

11. Business Manager's Report-Sue Haisan reported to the Board highlighting

- Filed Tax Return
- W2 Statement 1099 filed
- Working with Debra on the Budget

12. Consent Agenda Approval
Trustee Kennedy moved and Trustee Khan seconded a motion to approve the consent agenda as presented.
Roll Call Ayes Harry, Hulke, Kennedy, Khan, McCreary, Porter and Student Trustee Thakkar
Nays
Absent Prosser
Motion Passed

a. Minutes of the Strategic Goals and Training Workshop-January 26, 2019
b. Minutes of the Regular Board Meeting-January 17, 2019
c. Minutes of the Building and Grounds Committee January 24, 2019
` d. Minutes of the Policy Committee February 6, 2019
e. Library Board Meeting Policy-Updated
f. FOIA Policy/Procedures-Updated
G. ADA Policy-Updated
H. Study Room Policy-Updated
i. Website Privacy Policy-Updated
j. Patron Code of Conduct –Updated
k. Intellectual Freedom Policy-Updated
l. Patron Banning Policy-Updated
m. Semi-Monthly Expenditures for $522,545.06 from 1/12/2019 through 2/13/2019.
n. Acceptance of Executive Director's Report and Business Manager's Report

13. Current Business

a. Discuss the Farmer's Market-Kris discussed her meeting with the Streamwood Chamber, after a lot of discussion with them the decision was made that since their objectives were not the same as ours, their focus was more on making money, it would be too time consuming to pursue for this year.

b. Discussion of the Engburg Anderson Sonya Crawshaw Branch Classroom Addition Study and path forward-Debra discussed the quotes with the Board, advised them that the quotes are high as Shaun wanted no surprises. $300,000 was the quote it s/b around $200,000. The Board agreed that Debra should bring the quote back to Mayor Craig to see if there is any money for the project.
Trustee McCreary brought up the concern from her last dealings with the Village of Hanover Park their fees were very high, will we again be able to bring them down.

14. New Business

a. Trustee Kennedy moved and Trustee Hulke seconded a motion to request the Board to approve the Engburg Anderson Chiller Proposal with amendments for removing the replacement of the pumps and removing the repairs to the newer chiller in the amount of $338,000.00

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

b. Trustee Kennedy moved and Trustee Khan seconded a motion to table a request that the Board select an exterior power wash/painting bid until the March meeting

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

c. Trustee Kennedy moved and Trustee Khan seconded a motion to request the Board to adopt the Bylaws as updated to replacement Resolution 16-01

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

15. Public Forum-Questions concerning the Library-None

16. Comments/Topics for March meeting-Landscaping and paint quotes

17. Adjournment
Trustee Hulke moved and Trustee Kennedy seconded a motion to adjourn to the next Board Meeting of March 21, 2019
Voice Vote Unanimous

Adjourned at 8:02 p.m.

Eva Porter	Deborah Muscarello
Secretary	Administrative Assistant