MEETING MINUTES OF THE BOARD OF TRUSTEES OF POPLAR CREEK PUBLIC LIBRARY DISTRICT
Thursday February 15, 2024
7:00 p.m.
Mercedes A. McGowan Board Room

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

2. Roll Call-Trustee Arendt, Bailey, Harry, Hulke, Khan, Liapes, Student Trustee Hernandez and President Kennedy
Also Present-Executive Director Debra Stombres, Deputy Director Ron Pauli, Deputy Director Kris Kenney, Business Manager Sue Haisan, Maintenance Services Manager Bill Slayton and Administrative Assistant Deborah Muscarello.

3. Pledge of Allegiance

4. President's Report-None

5. Public Forum-None

6. Trustee Arendt moved and Trustee Bailey seconded a motion to request the Board to accept the agenda as presented
Voice Vote Unanimous
Motion Carried

7. Secretary's Report-Trustee Bailey
Correspondence

- Thank you for the gorgeous flowers from Kris Kenney
- Thank you for the gift package from Jeananne Masi

8. Treasurer's Report-Trustee Khan reported to the Board highlighting:

- Tax Revenue Cook County=$0
- Tax Revenue DuPage=$0
- Replacement taxes (PPRT)=$11,184
- Interest earned in January=$25,068
- YTD interest earned=$135,880

9. Teen Advisory Report-Student Trustee Hernandez reported to the Board highlighting:

- Heart-shaped DIY Gifts (Feb.1)-8 attended
- Creative writing club (Feb. 8)-3 attended
- Black History Month Scavenger Hunt-11 people (doing very well)
- TAB Teen Trustee Applications Due March 9th (1 application so far)

Upcoming Events

- Cater Day (Feb. 24th Cat Adoptions)
- Strange Spring Snacks (March 20th)

10. Trustees Report-None

11. Executive Director's Report-
Guest Manager Bill Slayton-Maintenance Services Manager Reported to the Board highlighting:

- Completing LED replacements
- Replacing lights in Children's
- Getting a quote to replace the entire building lighting with LED
- Catching up on painting
- Made some changes to the Branch Heating System., they are working
- The Boiler Pump will need to be replaced soon

Debra Stombres reported to the Board highlighting:

- Our new Marketing Manager Charlie is doing great
- Board members were asked to fill out a form with their color choices for T-shirts coming this Spring
- The Library was closed 21/2 days due to inclement weather

12. Trustee Harry moved and Trustee Khan seconded a motion to request the Board to approve the consent agenda

a. Minutes of the Regular Board Meeting January 18, 2024
b. Minutes of the Policy Committee February 8, 2024
c. Minutes of the Finance Committee February 1, 2024
d. Monthly Expenditures for January $560,088.24
e. Acceptance of the Executive Director's Report
f. ADA Policy
g. OMA Public Notice Policy
h. Response to Law Enforcement Policy
i. Meeting Room Policy
j. Alcohol Policy
k. Fines and Fees Policy
l. FOIA Policy
m. Studio 1405
n. Service Animal Policy
o. Credit Card
p. Fixed Asset
q. Fund Balance
r. Investment Policy
s. Purchasing Policy
t. Board Meeting Policy
u. Conference and Travel Policy
v. Minutes of the Building and Grounds Committee Meeting February 12, 2024
Voice Vote Unanimous
Motion Carried

13. Current Business

a. Trustee Arendt moved and Trustee Harry seconded a motion to request the Board to accept the carpet quotes from Diverzify not to exceed $90,000.00

Roll Call Ayes Arendt, Bailey, Harry, Hulke, Khan, Liapes, Student Trustee Hernandez and President Kennedy

Nays

Motion Carried

b. Trustee Khan moved and Trustee Harry seconded a motion to request the Board to accept the E-Rate eligible networking quote for $30,363.07

Roll Call Ayes Arendt, Bailey, Harry, Hulke, Khan, Liapes, Student Trustee Hernandez and President Kennedy

Nays

Motion Carried

14. New Business-None

15. Comments/Topics for March Board Meeting-None

16. Adjournment

Trustee Hulke moved and Trustee Harry seconded a motion to adjourn to the next Regular Board Meeting of March 21, 2024

Voice Vote Unanimous

Motion Carried

Adjourned at 7:39 p.m.

Marianne Bailey
Secretary

Deborah Muscarello
Administrative Assistant