

**BARTLETT PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEE MINUTES
December 17, 2018**

The regular meeting was called to order at 7:00 p.m. by President Barry.

ROLL CALL: Present were Student Advisory Trustee Andrew Sangar, Trustees, Sias, DeSmidt, Byron, Hopkins, Bucaro and Barry. Trustee Shipman was absent.

Staff members present were Library Director Karolyn Nance and Adult & Technical Services Manager Mary Jane O'Brien.

Also present were patrons Joseph Olsen, Amy Cawley and Jay Perkins.

TOWN HALL:

None

APPROVAL OF ITEMS ON CONSENT AGENDA:

The motion to accept the Consent Agenda was made by Trustee Bucaro and seconded by Trustee DeSmidt. The motion passed by roll call vote. All ayes. Trustee Shipman was absent.

STUDENT ADVISORY REPORT: Student Advisory Trustee Sangar gave a report on the Teen Advisory Board Meeting. Youth & Teen Services Manager Ruth Anne Mielke worked with Student Advisory Trustee Sangar on weeding the Young Adult Fiction Collection.

COMMITTEE REPORTS:

Building (No Report)

Finance (No Report)

Policy (No Report)

REPORTS, RAILS REPORT, QUESTIONS AND ANSWERS:

None

REGULAR AGENDA

ACTION ITEMS:

Per Capita Grant

Trustee Bucaro made a motion to approve the 2019 Per Capita Grant Application. Trustee Hopkins seconded the motion and it was approved by a roll call vote. All ayes. Trustee Shipman was absent.

Designation of two Trustees to Review the Past 6 Months of Library Board Meeting Minutes

Trustee DeSmidt and Trustee Barry agreed to review the past 6 months of the Library Board Meeting Minutes.

Readers' Advisory Policy

Trustee Hopkins made a motion to approve the Readers' Advisory Policy. It was seconded by Trustee DeSmidt and approved by roll call vote. All ayes. Trustee Shipman was absent.

DISCUSSION ITEMS:

IMRF Rate

The Library's rate for the IMRF is set for the calendar year 2019. It is 12.6%. The rate for 2018 was 13.09%. The rate decreased slightly. The rate is based upon actuarial costs for retirement, supplemental retirement, death and disability benefits.

Strategic Plan Update

The 2018-2021 Strategic Plan was reviewed. Director Nance highlighted the completed goals. Library staff will be focusing on the Marketing goals during the next 6 months.

Director Evaluation

Director Nance's evaluation is scheduled for the March 2019 Board Meeting. Director Nance will send out evaluation materials to the Board in January 2019.

Staffing Update

David Cassara has been promoted to the newly created position of Teen Services Coordinator.

Coffee with The Trustees

Coffee with the Trustees has been scheduled for the following days:

Saturday, January 5, 2019 from 9 a.m. to 10 a.m.

Saturday, February 9, 2019 from 1 p.m. to 2 p.m.

27th Annual Illinois Library Legislative Lunch

The date for the West Suburban Legislative Meet Up has been scheduled on February 15, 2019 at the Oak Brook Marriot from 12:00 p.m. to 1:30 p.m.

Spring Trustee Forum

The 2019 Spring Trustee Forum has been scheduled on Saturday, March 16, 2019 at the Oak Brook Marriot from 8:00 a.m. to 3:30 p.m.

Library District Trustee Election

Details concerning the Trustee Election were outlined in Director Nance's report.

Foundation Update

The Library will be consulting legal counsel related to the Foundation By-Laws and the recent resignations of Foundation's Treasurer and Secretary.

Friends Update

The Friends will be meeting on January 8, 2019 to elect their new officers and to discuss new fundraising ideas.

OTHER ITEMS:

None.

TOWN HALL:

Patron Joe Olsen spoke about the following items:

- He announced that he has filed to run for Library Board Trustee in the April 2019 Election.
- He encourages all new candidates to attend Board Meetings prior to the election to become educated in library matters.
- He feels that not requiring Library Cards to use space or attend programs eliminates an opportunity for the library to gather statistical information.

Patron Jay Perkins spoke about the following items:

- He clarified that he resigned from the position of Treasurer on the Foundation Board and did not resign from the actual Foundation. He is still a member.
- He is frustrated with the amount of times that Foundation meetings have been rescheduled. Especially the meeting scheduled for February 25, 2019 in which Brewster Creek Business Members were invited.
- He was not informed of the December 13, 2018 Foundation Meeting, which he feels requires seven day's notice. He feels that this meeting was held despite the fact that there were only three Foundation Directors present when according to the By-Laws a meeting must have five members present.
- He referred to page 35 of the Library Director's report in which his name was spelled incorrectly.

ADJOURNMENT:

There being no further business, a motion to adjourn was made by Trustee Byron. It was seconded by Trustee Sias. The motion was approved. Trustee Shipman was absent. Meeting was adjourned at 7:49 p.m.