

**MINUTES OF THE BOARD OF LIBRARY TRUSTEES**  
OF THE VILLAGE OF HINSDALE  
March 21, 2017

President Wilson called the meeting of the Board of Trustees of the Hinsdale Public Library to order in the Board Room, Library Main Floor, at 7:06 p.m. on March 21, 2017.

**Present:** Ms. Kathleen Wilson, President; Ms. Margaret Berg, Vice President; Ms. Callie Revord, Secretary; Ms. Julie Liesse, Trustee; Ms. Laura Tortorello, Trustee; Mr. Ross Sprovieri, Trustee

**Also Present:** Ms. Karen Kleckner Keefe, Executive Director; Ms. Lisa Knasiak, Patron Services Manager and Assistant Director; Ms. Nancy Marvan, Office Manager; Susan Blumberg-Kason, Citizen; Ms. Amy Glynn, Citizen; Ms. Kristin McDaniel, Citizen; Ms. Caroline Lyman, Citizen

**Absent:** Mr. Naveed Bandukwala, Treasurer

The Treasurer's Report was removed from the consent agenda as it was not included in the Board packet.

**ON A MOTION BY MARGARET BERG AND SECONDED BY JULIE LIESSE, THE CONSENT AGENDA WAS UNANIMOUSLY APPROVED AS AMENDED.**

**CITIZENS' COMMENTS**

President Wilson welcomed the citizens to the meeting. Caroline Lyman is a student who was attending for a class assignment. Susan Blumberg-Kason, Amy Glynn, and Kristin McDaniel have been endorsed by the Caucus to be candidates on the ballot in April to fill trustee positions.

**EXECUTIVE DIRECTOR'S REPORT**

Executive Director Keefe shared some content with the Board from a historical book that the Whitehead family has donated to the Library. She also reported on the progress of the website redesign. They are currently working on a couple of technical issues with some of our links. It should not cause a delay in our launch date. The first Spinsdalean podcast should happen sometime before the end of the month. Keefe reported on the staff in-service day. The external sign the Foundation is purchasing, now has a permit. The Board discussed some of the statistics included in the Board packet.

**PRESIDENT'S REPORT**

President Wilson informed the Board that she has appointed a nominating committee which will consist of the 4 trustees whose term ends this year. They will select the slate of officers for the new Board. She reminded them that April will be the last complete meeting for the outgoing Trustees. They will attend the May meeting until the new officers are sworn in.

**COMMITTEE REPORTS**

**A. Facilities**  
None

**B. Finance & Personnel**  
The Finance & Personnel Committee met March 14, 2017. This will be covered under New Business.

**C. Library Policies**

None

**D. Art Committee**

None

**E. Foundation**

Trustee Tortorello reported that the outdoor signage project is moving forward. Plans for the sign were unanimously approved by the Historic Preservation Commission and Planning Committee. It hasn't been determined how the Foundation will be recognized for their gift.

**F. Friends**

Trustee Liesse reported that the Friends will be meeting in April. They will be sponsoring the spring After Dark event. Diane Nelson and Jack Marringa have been working on the required annual report for the State of Illinois.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**A. FY 17/18 Budget Proposal**

Executive Director Keefe reviewed the proposed budget in Treasurer Bandukwala's absence. She pointed out a large increase in the marketing budget. This line included an additional \$15,000.00 as a placeholder for large-scale initiatives. The budget will be on the April agenda for approval.

**B. Executive Session-Personnel Annual Review of Executive Director Illinois Open Meetings Act 5 ILCS 120/2 (C) (1)**

**CITIZEN'S COMMENTS**

None

**TRUSTEE'S COMMENTS**

Trustee Sprovieri brought samples of scents that were developed by his company. He asked his staff to create a scent specifically for our Library. They actually visited HPL to get a feel for what our Library is. He gave instructions for the testing procedure. Developing this scent will be his parting gift to the Library.

**ADJOURNMENT**

**ON A MOTION BY LAURA TORTORELLO AND SECONDED BY MARGARET BERG, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE REGULAR BOARD MEETING OF THE HINSDALE PUBLIC LIBRARY AT 8:09 P.M.**

**ON A MOTION BY CALLIE REVORD, AND SECONDED BY MARGARET BERG, THE BOARD UNANIMOUSLY AGREED TO GO INTO EXECUTIVE SESSION AT 8:15 P.M.**

**ON A MOTION BY KATHLEEN WILSON, AND SECONDED BY LAURA TORTORELLO, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE EXECUTIVE SESSION AT 8:33 P.M.**

**ON A MOTION BY LAURA TORTORELLO, AND SECONDED BY MARGARET BERG, THE MEETING OF THE BOARD OF TRUSTEES OF THE HINSDALE PUBLIC LIBRARY WAS UNANIMOUSLY RECONVENED AT 8:34 P.M.**

**ON A MOTION BY LAURA TORTORELLO, AND SECONDED BY JULIE LIESSE, THE BOARD VOTED TO APPROVE THE COMPENSATION RECOMMENDATION FOR THE EXECUTIVE DIRECTOR, AS DISCUSSED IN THE EXECUTIVE SESSION OF THIS SAME EVENING.**

**A ROLL CALL VOTE WAS TAKEN AS FOLLOWS: NAVEED BANDUKWALA – ABSENT, CALLIE REVORD – YES, MARGARET BERG – YES, KATHLEEN WILSON – YES, LAURA TORTORELLO – YES, JULIE LIESSE– YES, ROSS SPROVIERI – YES.**

**ON A MOTION BY CALLIE REVORD, AND SECONDED BY LAURA TORTORELLO, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE REGULAR BOARD MEETING OF THE HINSDALE PUBLIC LIBRARY AT 8:36 P.M.**

Respectfully submitted by Nancy Marvan,

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Callie Revord, Secretary