

MINUTES OF THE BOARD OF LIBRARY TRUSTEES
OF THE VILLAGE OF HINSDALE
May 23, 2017

President Wilson called the meeting of the Board of Trustees of the Hinsdale Public Library to order in the Community Meeting Room, Library Lower Level, at 7:04 p.m. on May 23, 2017.

Present: Ms. Kathleen Wilson, President; Ms. Margaret Berg, Vice President; Mr. Naveed Bandukwala, Treasurer; 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; Ms. Susan Blumberg-Kason, Citizen; Ms. Mary Bock, Citizen; Ms. Amy Glynn, Citizen; Ms. Kristin McDaniel, Citizen; Mr. Joel Bock, Citizen; Ms. Johanna Delaney, Citizen; Ms. Vicky Bush-Joseph, Citizen

CITIZENS' COMMENTS

None

PRESIDENT'S REPORT (OUTGOING)

President Wilson thanked the Board and staff for all their contributions over the past four years. She appreciated the cooperation she received from all. She thanked the four new trustees that are to be sworn in for stepping up and taking an active role in the Library.

SWEARING IN OF NEW TRUSTEES

Callie Revord, Secretary, swore in the newly elected Trustees.

MS. MARY BOCK, MS. SUSAN BLUMBERG-KASON, MS. AMY GLYNN, AND MS. KRISTIN MCDANIEL WERE SWORN IN AS TRUSTEES.

ON A MOTION BY LAURA TORTORELLO AND SECONDED BY AMY GLYNN, THE CONSENT AGENDA WAS APPROVED.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Keefe reviewed some of the statistics included in the Board packet. She explained that many of the measuring metrics were added after our last strategic plan was developed. Some of the numbers were off due to the people counter being down for a few days. The Spinsdalean podcast is still experiencing some technical difficulties. The problem has been identified and will be resolved soon. Keefe informed the Board that she is currently working with the Village to resolve the issue of the garbage containers being out in front of the Library door. The Department Head's annual report will take place in August instead of June this year.

PRESIDENT'S REPORT

President Liesse thanked the new and current Board members for stepping up and taking an active role in their Library. She announced the new slate of Officers as well as Committee Assignments for the next two years.

ELECTION OF OFFICERS

On a recommendation by the Trustee Nominating Committee, the following slate of officers was presented to the Board:

President – Julie Liesse
Vice-President – Susan Blumberg-Kason
Treasurer – Amy Glynn
Secretary – Laura Tortorello

ON A MOTION BY LAURA TORTORELLO SECONDED BY MARGARET BERG AND A ROLL CALL VOTE, THE SLATE FOR BOARD OFFICERS WAS APPROVED.

COMMITTEE ASSIGNMENTS

FINANCE/PERSONNEL

Amy Glynn – Chair
Julie Liesse
Margaret Berg
Kristin McDaniel

FACILITIES

Laura Tortorello - Chair
Mary Bock
Amy Glynn
Julie Liesse

LIBRARY POLICIES

Margaret Berg – Chair
Susan Blumberg-Kason
Mary Bock
Laura Tortorello

ART

Susan Blumberg-Kason – Co-Chair
Kristin McDaniel – Co-Chair
Johanna Delaney, Kathleen Wilson
Karen Kleckner Keefe, Pamela White
Pat Potokar, Margaret Ciappetta

Laura Tortorello will serve as Board Liaison to the Foundation and Kristin McDaniel will serve as the Board Liaison to the Friends of the Library.

COMMITTEE REPORTS

A. Facilities

None

B. Finance & Personnel

None

C. Library Policies

None

D. Art Committee

None

E. Foundation

Trustee Tortorello reported that construction on the outdoor sign is nearly completed. The electrical for the lighting still has to be installed. They are waiting for the weather to cooperate to take a ribbon-cutting picture.

F. Friends

Trustee Liesse reported the Friends met May 16, 2017. They will be sponsoring the July After Dark event. They will be taking a summer hiatus and plan to meet in the fall.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Election of Officers

This is covered above after the new Trustees were sworn in.

B. Non-Resident Card Program Resolution

Director Keefe explained the different methods available to charge non-residents for a library card. There were fewer than 5 non-resident cards issued this past fiscal year. She recommends continuing to use the flat fee method. The cost for a household would be \$512 per year.

ON A MOTION BY KRISTIN MCDANIEL AND SECONDED BY SUSAN BLUMBERG-KASON AND A ROLL CALL VOTE, THE NON-RESIDENT CARD PROGRAM RESOLUTION WAS UNANIMOUSLY APPROVED.

C. Prevailing Wage Resolution

Section 820 ILCS 130/0.01 *et seq* requires public bodies to annually adopt a prevailing wage ordinance or resolution. This resolution ensures that public entities pay prevailing wage for public work.

ON A MOTION BY AMY GLYNN AND SECONDED BY MARY BOCK AND A ROLL CALL VOTE, THE PREVAILING WAGE RESOLUTION WAS APPROVED. TRUSTEE TORTORELLO ABSTAINED.

D. FY 17/18 Appropriation Budget Approval

Director Keefe reviewed the Appropriation Resolution with the Board. This is done each year and gives the Library authority to spend the money levied for. The amount includes our working budget and approximately a 10% contingency. Our appropriation is included with the Village of Hinsdale and governs the current fiscal year.

ON A MOTION BY LAURA TORTORELLO AND SECONDED BY KRISTIN MCDANIEL AND A ROLL CALL VOTE, THE APPROPRIATION RESOLUTION WAS UNANIMOUSLY APPROVED.

E. Proposal for HVAC Compressor

Executive Director Keefe advised the Board that the compressor on one of the roof top air conditioning units needs replacing. A copy of the proposal was included in the Board packet.

ON A MOTION BY LAURA TORTORELLO AND SECONDED BY SUSAN BLUMBERG-KASON AND A ROLL CALL VOTE, THE PROPOSAL FOR THE HVAC COMPRESSOR REPLACEMENT, UP TO \$9,000.00, WAS UNANIMOUSLY APPROVED AS AMENDED.

CITIZEN'S COMMENTS

None

TRUSTEE'S COMMENTS

The Trustees discussed some of the Publicity and Correspondence included in the Board packet.

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 8:22 P.M.

Respectfully submitted by Nancy Marvan,

Secretary, Laura Tortorello