

**MINUTES OF THE BOARD OF LIBRARY TRUSTEES**  
OF THE VILLAGE OF HINSDALE  
October 24, 2017

President Liesse called the meeting of the Board of Trustees of the Hinsdale Public Library to order in the Board Room, Library Main Level, at 7:00 p.m. on October 24, 2017.

**Present:** Julie Liesse, President; Susan Blumberg-Kason, Vice President; Laura Tortorello, Secretary; Margaret Berg, Trustee; Kristin McDaniel, Trustee; Mary Bock, Trustee

**Also Present:** Karen Kleckner Keefe, Executive Director; Nancy Marvan, Office Manager

**Absent:** Amy Glynn, Treasurer

**ON A MOTION BY KRISTIN MCDANIEL AND SECONDED BY SUSAN BLUMBERG-KASON, THE CONSENT AGENDA WAS APPROVED.**

**CITIZENS' COMMENTS**

None

**PRESIDENT'S REPORT**

President Liesse mentioned Homework Help and how great it was to have some meaningful volunteer work for the high school volunteers.

**EXECUTIVE DIRECTOR'S REPORT**

In addition to her written report, Executive Director Keefe answered questions from the Board. They also discussed some of the statistics included in the Board packet.

**COMMITTEE REPORTS**

**A. Facilities**

The Facilities Committee did not meet. They will schedule a meeting in November.

**B. Finance & Personnel**

The Finance Committee met October 19, 2017. This will be covered under New Business.

**C. Library Policies**

The Policy Committee did not meet.

**D. Art Committee**

The Art Committee will be meeting on November 13, 2017.

**E. Foundation**

The Foundation did not meet. Trustee Tortorello discussed the possibility of asking the Foundation if they would like to fund the landscaping project around the outdoor sign.

**F. Friends**

The Friends met October 19, 2017. They are gearing up for Trivia Night this Friday. They received \$1,000 from Hinsdale Bank & Trust to assist in their sponsoring the event. The Friends will also be sponsoring the After Dark event in January. The Friends are scheduling interviews with 2 prospective new board members.

## **UNFINISHED BUSINESS**

None

## **NEW BUSINESS**

### A. Levy Review

A copy of the preliminary draft of the FY 18/19 budget was included in the Board packet. Executive Director Keefe updated the Board on what was discussed by the Finance Committee. They reviewed the scenarios of requesting the amount levied for last year, requesting an increase, and requesting an increase up to the maximum allowed. The Committee discussed how each scenario would impact the operating and capital reserve fund balances. The Committee will be meeting next month to discuss and formalize their recommendation to the Board.

### B. 2018 Closing Dates

A copy of the proposed closing dates was included in the Board Packet. Director Keefe suggested staying open on the Sunday before Memorial Day since it is in the middle of the Finals Program. She had received some feedback last year from patrons who were disappointed to find we were closed that day. It was agreed to try it at least for one year to see if it's something patrons would find helpful.

**ON A MOTION BY MARGARET BERG AND SECONDED BY LAURA TORTORELLO, THE 2018 CLOSING DATES WERE UNANIMOUSLY APPROVED AS AMENDED.**

### C. 2018 Meeting Dates

A copy of the scheduled board meeting dates was included in the October board packet. The January meeting was rescheduled to January 16, 2018. The March meeting will be March 20, 2018. There will be no meeting in July. The August meeting was rescheduled to August 21, 2018.

**ON A MOTION BY LAURA TORTORELLO AND SECONDED BY KRISTIN MCDANIEL, THE 2018 MEETING DATES WERE UNANIMOUSLY APPROVED AS AMENDED.**

### D. Trustee Safety Video Discussion

This is one of the requirements of the state Per Capita Grant. Trustees discussed the online education opportunities focusing on safety in the Library they had viewed.

### E. Executive Session Minutes Semi-Annual Review

All of the executive sessions to be reviewed deal with personnel issues.

**ON A MOTION BY LAURA TORTORELLO AND SECONDED BY SUSAN BLUMBERG-KASON AND A ROLL CALL VOTE, THE RECOMMENDATION TO KEEP THE EXECUTIVE SESSION MINUTES CLOSED WAS UNANIMOUSLY APPROVED.**

## **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 SUSAN BLUMBERG-KASON, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE REGULAR BOARD MEETING OF THE HINSDALE PUBLIC LIBRARY AT 8:25 P.M.**

Respectfully submitted by Nancy Marvan.