

MINUTES OF THE BOARD OF LIBRARY TRUSTEES
OF THE VILLAGE OF HINSDALE
April 26, 2016

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 7:02 p.m. on April 26, 2016.

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

Also Present: Ms. Karen Kleckner Keefe, Executive Director; Ms. Lisa Knasiak, Patron Services Manager/Assistant Director; Ms. Nancy Marvan, Office Manager

It was noted to remove an extra "the" in the Board Meeting Minutes, 2nd page, 2nd sentence from the bottom.

ON A MOTION BY KATHLEEN WILSON AND SECONDED BY MARGARET BERG, THE CONSENT AGENDA WAS APPROVED AS AMENDED.

CITIZENS' COMMENTS

None

EXECUTIVE DIRECTOR'S REPORT

In addition to her written report, Executive Director Keefe informed the Board that the new book drop has arrived. It will need a minor repair, and we're waiting for the part to arrive. She reported that the full-time librarian position in YS has been filled. Melisa Martinez will start on May 20, 2016. Keefe updated the Board on some of her takeaways from the PLA conference. She also advised them on her meeting with Lisa Tylke, who is the Director for Arts DuPage. Keefe gave her a tour of the Library and expressed interest in future collaboration. Keefe reported there was no staff eligible for the Helen O'Neill Scholarship this year. The Board discussed some of the statistics which were included in the board packet.

PRESIDENT'S REPORT

President Wilson thanked all staff and Board members for their diligence in working on the YS renovation project. She also reported the After Dark expense breakdown was very helpful.

COMMITTEE REPORTS

A. Facilities

The Facilities Committee did not meet. The Sign Project Team met March 22, 2016. The vendor will be providing mock-ups next. The balance of the furniture for the YS renovation should arrive in time for the Launch Party which is April 30, 2016.

B. Finance & Personnel

The Finance & Personnel Committee did not meet since the last Board Meeting. They will meet on May 3, 2016.

C. Library Policies

The Policy Committee will meet in June. The Collection Development Policy and the Meeting Room Policy are next to be reviewed.

D. Art Committee

The Art Committee has not met since the last Board Meeting. The art reception will be held May 12, 2016. Kristina Knowski will install her summer exhibit in late May or early June. It features bird portraits. A reception date has not been selected yet.

E. Foundation

Trustee Tortorello attended the Foundation meeting on April 13, 2016. Projects presented to them from the Library's strategic plan were discussed. They may consider supporting a signage project or a parking improvement plan. The Foundation did not express interest in supporting the archival project or a book bike.

F. Friends

The Friends met April 5, 2016. They were pleased with their presence at the After Dark wine tasting event. They acquired many new memberships. They've also decided to cancel their liability insurance as they don't plan to host any of their own events. They are willing to underwrite the Library's After Dark events. They will be looking for new Board members.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. FY 16/17 Budget Approval

The Board reviewed the proposed budget at the last meeting. Trustee Bandukwala informed them the only revision was an additional \$5,000.00 of planning expense. This represents the final payment for the signage project.

ON A MOTION BY JULIE LIESSE AND SECONDED BY KATHLEEN WILSON AND A ROLL CALL VOTE, THE FY16-17 BUDGET WAS UNANIMOUSLY APPROVED.

B. Website RFP

A copy of the website redesign RFP was included in the Board packet. An RFP was needed because it will be over \$20,000.00 and our policy requires it. It is not mandated by Illinois law. Since it is our policy, it enables us to factor in other criteria other than low bidder in choosing the vendor. This will be a complete redesign including content reorganization.

C. Executive Session Minutes – Semi-Annual Review

All of the executive sessions to be reviewed dealt with personnel issues. Therefore, it was decided that they should remain closed.

ON A MOTION BY CALLIE REVORD AND SECONDED BY KATHLEEN WILSON, THE EXECUTIVE SESSION MINUTES WILL REMAIN CLOSED.

CITIZEN'S COMMENTS

None

TRUSTEE'S COMMENTS

The Trustees discussed some of the Correspondence included in the packet as well as the possibility of more vending machines in the Library.

ADJOURNMENT

ON A MOTION BY KATHLEEN WILSON AND SECONDED BY MARGARET BERG, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE REGULAR BOARD MEETING OF THE HINSDALE PUBLIC LIBRARY AT 8:44 P.M.

Respectfully submitted by Nancy Marvan,

Callie Revord, Secretary