

MINUTES OF THE BOARD OF LIBRARY TRUSTEES
OF THE VILLAGE OF HINSDALE
May 24, 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 7:06 p.m. on May 24, 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

ON A MOTION BY JULIE LIESSE AND SECONDED BY CALLIE REVORD, THE CONSENT AGENDA WAS APPROVED.

CITIZENS' COMMENTS

None

EXECUTIVE DIRECTOR'S REPORT

In addition to her written report, Executive Director Keefe informed the Board of her meeting with the Village and HCS Family Services regarding parking. They discussed the suggestion to implement diagonal parking on the North side of Maple. This would only provide 2 or 3 more parking spaces so the expense is not justified. They also discussed high traffic timing and scheduling events. The Board also discussed vending options in the Library and some programming. Director Keefe advised them of her meeting with Office Coughlin regarding DVD theft.

PRESIDENT'S REPORT

President Wilson thanked the Board members and staff for their hard work on the FY17 budget.

COMMITTEE REPORTS

A. Facilities

The Facilities Committee did not meet. The Signage Project Team met earlier today. They were shown mockups of the signage. These were left in the Board Room for the Trustees to view. The next step will be to put together construction documents to prepare for the bid process.

B. Finance & Personnel

This will be covered under New Business.

C. Library Policies

The Policy Committee will meet June 7, 2016. The Collection Development Policy and the Meeting Room Policy will be reviewed.

D. Art Committee

The Art Committee will be meeting on June 6, 2016. They will review a proposal from David Lee Csicsko for the Youth Services Department. The Art Reception was held May

12, 2016. Hinsdale Central AP Studio Art students have busy schedules towards the end of the year so there were fewer attendees than usual.

E. Foundation

Trustee Tortorello reported the Foundation agreed to donate \$1500 toward 4th of July Parade books. They will be planning on how to spend the \$2500 grant they received. They are not interested in funding design work for external signage at this time.

F. Friends

The Friends did not meet since the last Board meeting.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. FY 16/17 Appropriation Budget Approval

Trustee Bandukwala and 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 a 10% contingency. Our appropriation is included with the Village of Hinsdale and governs the current fiscal year.

ON A MOTION BY NAVEED BANDUKWALA AND SECONDED BY KATHLEEN WILSON AND A ROLL CALL VOTE, THE APPROPRIATION RESOLUTION WAS UNANIMOUSLY APPROVED.

B. Cardosi Exterior Sign Contract

This was tabled.

C. Non-Resident Card Program Resolution

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

ON A MOTION BY MARGARET BERG AND SECONDED BY JULIE LIESSE AND A ROLL CALL VOTE, THE NON-RESIDENT CARD PROGRAM RESOLUTION WAS UNANIMOUSLY APPROVED.

D. 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. Director Keefe advised the Board that she had one of the librarians research public entities who did not pass the prevailing wage ordinance. Specific cases were not noted though she did learn that if this ordinance is not passed, the State or a resident could file a complaint against trustees.

ON A MOTION BY JULIE LIESSE AND SECONDED BY NAVEED BANDUKWALA AND A ROLL CALL VOTE, THE PREVAILING WAGE RESOLUTION RESOLUTION WAS UNANIMOUSLY APPROVED.

- E. Serving Our Public 3.0, Review of Chapter 6
Reviewing this is a requirement of the per capita grant. Chapter 6 deals with access.
The Board reviewed and discussed the accessibility of the Library.

CITIZEN'S COMMENTS

None

TRUSTEE'S COMMENTS

The Trustees discussed some of the Correspondence and Publicity included in the packet.
They complimented Director Keefe on a great Mother's Day article she wrote for *The Hinsdalean*.

ADJOURNMENT

ON A MOTION BY CALLIE REVORD AND SECONDED BY KATHLEEN WILSON, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE REGULAR BOARD MEETING OF THE HINSDALE PUBLIC LIBRARY AT 8:15 P.M.

Respectfully submitted by Nancy Marvan,

Callie Revord, Secretary