

MINUTES OF THE BOARD OF LIBRARY TRUSTEES
OF THE VILLAGE OF HINSDALE
August 23, 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 7:05 p.m. on August 23, 2016.

Present: Ms. Kathleen Wilson, President; Ms. Margaret Berg, Vice President; Mr. Naveed Bandukwala, Treasurer (arrived @ 7:30 p.m.); Ms. Callie Revord, Secretary; 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

Absent: Mr. Ross Sprovieri, Trustee

Keefe informed the Board that the treasurer's report is still not current due to personnel shortage at the Village. What is not accounted for in this report will be accounted for in the next one.

ON A MOTION BY CALLIE REVORD AND SECONDED BY LAURA TORTORELLO, THE CONSENT AGENDA WAS APPROVED.

CITIZENS' COMMENTS

None

EXECUTIVE DIRECTOR'S REPORT

Executive Director Keefe updated the Board on her meeting with Clique, the web design contractor. They also discussed the statistics included in the packet. Keefe advised them that staff will be working with *The Hinsdalean* in creating a podcast, kicking off with the paper's 10th anniversary celebration. The Freedom Sings concert group will be performing. She also reported some highlights from the management team's retreat.

PRESIDENT'S REPORT

President Wilson thanked Laura Tortorello and Julie Liesse for their work with the Foundation and Friends groups.

COMMITTEE REPORTS

A. Facilities

The Facilities Committee did not meet. The Signage Project Team met August 16, 2016. This will be covered under New Business.

B. Finance & Personnel

The Finance & Personnel Committee has not met since the last Board meeting. Executive Director Keefe informed them that the Village of Hinsdale may request an extension to complete the audit. It should be completed by the end of September.

C. Library Policies

None

D. Art Committee

This will be covered under New Business.

E. Foundation

Trustee Tortorello has been working diligently with the Foundation on the outdoor signage project. Tortorello also informed the Foundation that the Freedom Sings group will be performing at the After Dark event in November, if underwriting some of the cost was something they would be interested in. This event is a partnership with The Hinsdalean in celebrating the paper's 10th anniversary.

F. Friends

The Friends did not meet. They will be sponsoring the After Dark Trivia Night in October.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Interior Sign Fabrication Proposal

A copy of the proposal from ASI, Illinois was included in the Board packet. Cardosi Kiper has worked with the company on numerous projects and their references were good. They have done work for other libraries as well. Their quote came in at what it was projected to be. This will cover Phase 1 of the interior signage and is mainly wayfinding signage. The installation can be done by the end of December.

ON A MOTION BY MARGARET BERG AND SECONDED BY JULIE LIESSE AND A ROLL CALL VOTE, THE INTERIOR SIGN FABRICATION PROPOSAL FROM ASI FOR PHASE ONE, NOT TO EXCEED \$30,000.00, WAS UNANIMOUSLY APPROVED.

B. Exterior Sign Fabrication Proposal

Trustee Tortorello advised the Board that the Foundation has agreed to fund the exterior sign up to \$20,000.00. The contract may have to be revised depending on the information received from the Hinsdale Historical Preservation Commission. It's still not clear if real or faux sign facing will be used. There could be some foundation and electrical work needed also.

ON A MOTION BY LAURA TORTORELLO AND SECONDED BY MARGARET BERG AND A ROLL CALL VOTE, THE MOTION TO MOVE FORWARD WITH PLANS TO FABRICATE AND INSTALL EXTERIOR SIGNAGE TO BE FUNDED BY THE FOUNDATION WAS UNANIMOUSLY APPROVED.

C. Art Commission Contract

Director Keefe reviewed the contract with David Lee Csicsko with the Board. He will provide 34 tiles and 2 mosaic pieces for the Youth Services department. Installation will be in December and we will work around Finals Program. The money for this artwork will come from donations and proceeds from the used book sale. President Wilson thanked Director Keefe for her efforts in coordinating the contract for this project.

ON A MOTION BY CALLIE REVORD AND SECONDED BY KATHLEEN WILSON AND A ROLL CALL VOTE, THE ART COMMISSION CONTRACT WITH DAVID LEE CSICKO FOR \$25,740.00 WAS UNANIMOUSLY APPROVED.

CITIZEN'S COMMENTS

None

TRUSTEE'S COMMENTS

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

ADJOURNMENT

ON A MOTION BY NAVEED BANDUKWALA AND SECONDED BY CALLIE REVORD, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE REGULAR BOARD MEETING OF THE HINSDALE PUBLIC LIBRARY AT 8:30 P.M.

Respectfully submitted by Nancy Marvan,

Callie Revord, Secretary