

MINUTES OF THE BOARD OF LIBRARY TRUSTEES
OF THE VILLAGE OF HINSDALE
April 24, 2018

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 6:30 p.m. on April 24, 2018.

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

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

NEW BUSINESS, PART 1

Rick McCarthy, with Studio GC, gave an overview of the Library's Facilities Audit. He also provided the Board with copies of the audit.

The Minutes from the March 20, 2018 Board Meeting were removed from the consent agenda. The spelling of Chuck Simanek's last name was corrected. It will also be corrected that Karen Kleckner Keefe provided a report on the Friend's last meeting.

ON A MOTION BY LAURA TOTORELLO AND SECONDED BY SUSAN BLUMBERG-KASON, THE CONSENT AGENDA WAS APPROVED AS AMENDED.

CITIZENS' COMMENTS

None

EXECUTIVE DIRECTOR'S REPORT

Executive Director Keefe reported that the interior signage should be completed tomorrow. She advised them that the study room numbers would be updated in Communico. Keefe updated them on the progress of the bequest purchases. The book cart has been ordered and Bob Bell, I. T. Manager, will be meeting with the Facilities Committee to present his recommendation for the wireless solution. They also discussed some of the statistics included in the Board packet.

PRESIDENT'S REPORT

President Liesse, advised the Board that the Management Team will be attending the June 26, 2018 Board Meeting to give their annual reports. She also reminded them of the Library's 125th Anniversary event to be held on September 29, 2018 and the upcoming Summer Reading Program.

COMMITTEE REPORTS

A. Facilities

The Facilities Committee did not meet.

B. Finance & Personnel

The Finance Committee did not meet. FY18-19 budget approval will be covered under New Business.

C. Library Policies

The Policy Committee met April 17, 2018. This will be covered under New Business.

D. Art Committee

The Art Committee April 9, 2018. They discussed a proposal from Christine Esposito to assist with a temporary installation. Esposito would also reach out to Bartlett Trees as a

possible sponsor. This project would take place in 2019. They also reviewed the Art Policy.

E. Foundation

The Foundation did not meet. Laura Tortorello will reach out to Patty Paul regarding the landscaping work around the outdoor sign.

F. Friends

President Liesse reported that the Friends met March 20, 2018. The Friends were present at the April After Dark event. They sold approximately 5 special Anniversary memberships for \$50.00 which included one of the Library's donated candles.

UNFINISHED BUSINESS

None

NEW BUSINESS, PART 2

A. FY18/19 Budget Approval

A copy of the proposed budget was included in the Board packet. They reviewed any changes.

ON A MOTION BY LAURA TORTORELLO AND SECONDED BY AMY GLYNN AND A ROLL CALL VOTE, THE BOARD UNANIMOUSLY AGREED TO APPROVE THE FY18-19 BUDGET.

B. Personnel Policy Approval

Director Keefe advised the Board that she had met with Kelly Hayden with the Management Association of Illinois to review the handbook and proposed changes. A copy of the policy was included in the Board Packet.

ON A MOTION BY AMY GLYNN AND SECONDED BY KRISTIN MCDANIEL THE BOARD UNANIMOUSLY AGREED TO APPROVE THE PERSONNEL POLICY.

C. Display Policy Approval

Red-lined and final copies of the policy were included in the Board Packet.

ON A MOTION BY LAURA TORTORELLO AND SECONDED BY MARY BOCK, THE BOARD UNANIMOUSLY AGREED TO APPROVE THE DISPLAY POLICY.

D. By-Laws Approval

Red-lined and final copies of the policy were included in the Board Packet.

ON A MOTION BY LAURA TORTORELLO AND SECONDED BY SUSAN BLUMBERG-KASON, THE BOARD UNANIMOUSLY AGREED TO APPROVE THE BY-LAWS POLICY.

E. Helen O'Neill Scholarship Approval

Jenna Friedman, Adult Services Page, has been selected to be the recipient of the 2018 Helen O'Neill Scholarship. A copy of her application was included in the Board Packet. This scholarship is for \$1,000.00 and the cost is split between the Library and the Friends of the Library. Susan Blumberg-Kason volunteered to be the presenter at the awards ceremony at Hinsdale Central High School, pending availability.

ON A MOTION BY SUSAN BLUMBERG-KASON AND SECONDED BY KRISTIN MCDANIEL, THE BOARD UNANIMOUSLY AGREED TO AWARD THE HELEN O'NEILL SCHOLARSHIP TO JENNA FRIEDMAN.

F. 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 LAURA TORTORELLO AND SECONDED BY MARY BOCK, THE EXECUTIVE SESSION MINUTES WILL REMAIN CLOSED.

G. May Board Meeting Date

The Board discussed availability for the May Board Meeting. It was agreed to keep the May 22, 2018 date, as there would be a quorum.

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 SUSAN BLUMBERG-KASON AND SECONDED BY AMY GLYNN, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE REGULAR BOARD MEETING OF THE HINSDALE PUBLIC LIBRARY AT 8:19 P.M

Respectfully submitted by Nancy Marvan.

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