

MINUTES OF THE BOARD OF LIBRARY TRUSTEES
OF THE VILLAGE OF HINSDALE
August 21, 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 7:00 p.m. on August 21, 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

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

CITIZENS' COMMENTS

None

EXECUTIVE DIRECTOR'S REPORT

In addition to her written report, Executive Director Keefe reported on the Anniversary celebration. She advised the Board that September 29, 2018 will be proclaimed Hinsdale Public Library Day. This will take place at the Village board meeting on September 18, 2018.

PRESIDENT'S REPORT

President Liesse reminded the Board of the strategic planning workshop on September 13, 2018. The meeting will start at 6 pm and dinner will be provided.

COMMITTEE REPORTS

A. Facilities

Covered under New Business.

B. Finance & Personnel

None. The Committee will be meeting on October 2, 2018.

C. Library Policies

Covered under New Business.

D. Art Committee

The Art Committee met last night. This will be covered under New Business.

E. Foundation

Trustee Tortorello reported the Foundation did not meet. They have been asked to consider funding the landscaping work around the outdoor sign.

F. Friends

The Friends met July 10, 2018. Trustee McDaniel reported they gave away nearly 1,500 books at the July 4th Parade. They sponsored the entertainment for the July After Dark event.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Keyless Entry Proposal

A copy of electrical and security proposals were included in the packet. Midco is the same company that the Village used for their keyless entry system. Terrance will be performing the electrical work needed to install and operate the system. This phase will cover the exterior doors and some staff office areas.

ON A MOTION BY LAURA TORTORELLO AND SECONDED BY SUSAN BLUMBERG-KASON AND A ROLL CALL VOTE, THE PROPOSAL FROM TERRANCE ELECTRIC & TECHNOLOGY COMPANY FOR UP TO \$1,000.00 WAS UNANIMOUSLY APPROVED.

ON A MOTION BY LAURA TORTORELLO AND SECONDED BY MARGARET BERG AND A ROLL CALL VOTE, THE PROPOSAL FROM MIDCO COMPANY FOR UP TO \$24,972.99 WAS UNANIMOUSLY APPROVED.

B. Addition to Advantage Contract

Director Keefe reminded the Board that Advantage Preservation has been working on the digitalization of the Doings newspaper project. The increase from the original contract is due to some of the reels containing more than we originally were quoted.

ON A MOTION BY MARGARET BERG AND SECONDED BY LAURA TORTORELLO AND A ROLL CALL VOTE, THE ADDITIONAL AMOUNT OF \$7,110 FOR THE ADVANTAGE PRESERVATION CONTRACT WAS UNANIMOUSLY APPROVED.

C. Art Policy

Red-lined and final copies of the Art Policy were included in the packet. Director Keefe advised the Board that one significant change is to stop designating unrestricted gifts to the Art Fund. It was suggested the Library allocate \$1,000.00 per year of the operating budget to the Art Fund.

ON A MOTION BY SUSAN BLUMBERG-KASON AND SECONDED BY MARY BOCK, THE ART POLICY WAS UNANIMOUSLY APPROVED AS AMENDED.

D. Jeremiah Hulsebos-Spofford Contract

Jeremiah Hulsebos-Spofford is the artist who will be working on the Arbor Day 2019 installation. A copy of the contract was provided to the Board. His terms are 50% down payment and the balance at completion. The Art Committee recommends approval by the Board.

ON A MOTION BY LAURA TORTORELLO AND SECONDED BY SUSAN BLUMBERG-KASON AND A ROLL CALL VOTE, THE CONTRACT FROM JEREMIAH HULSEBOS-SPOFFORD FOR \$5,500.00 WAS UNANIMOUSLY APPROVED.

E. Review Chapters 6-10 of the "Trustee Facts File 3rd Edition"

This is a requirement of the Per Capita Grant application. These chapters were reviewed and discussed.

CITIZEN'S COMMENTS

None

TRUSTEE'S COMMENTS

The Trustees discussed some of the Publicity and Correspondence included in the Board packet. The also discussed the Library Caucus process.

ADJOURNMENT

ON A MOTION BY AMY GLYNN AND SECONDED BY KRISTIN MCDANIEL, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE REGULAR BOARD MEETING OF THE HINSDALE PUBLIC LIBRARY AT 8:27 P.M.

Respectfully submitted by Nancy Marvan.