

MINUTES OF THE BOARD OF LIBRARY TRUSTEES
OF THE VILLAGE OF HINSDALE
September 25, 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 7:09 p.m. on September 25, 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 MARGARET BERG THE CONSENT AGENDA WAS APPROVED.

CITIZENS' COMMENTS

None

EXECUTIVE DIRECTOR'S REPORT

In addition to her written report, Keefe reminded the Board about the Anniversary celebration this Saturday. She advised them that Public Works re-graded the lawn around the whole perimeter of the Library. The digitization project of the *Doings Newspaper* appears to be completed. They are working out a few technical issues. Keefe also informed the Board on the progress of the keyless entry installation.

PRESIDENT'S REPORT

Liesse informed the Board of the Library's proclamation by the Village. She informed them that the caucus will be meeting tomorrow. They will begin to get their committees together.

A. Facilities

Covered under New Business.

B. Finance & Personnel

None. The Committee will be meeting next week.

C. Library Policies

None.

D. Art Committee

The Art Committee met this evening. They discussed the Arbor Day 2019 project. They also discussed the new acquisition. This is a piece from Zhou B Art Center, Inc. They will meet again to discuss pricing and installation.

E. Foundation

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

F. Friends

The Friends met September 17, 2018. McDaniel reported that they discussed their presence at the Anniversary celebration. They have committed to sponsoring the After Dark trivia event next month.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Designate \$1,000 Reserves for Art Fund

The Art Policy had been revised to stop designating unrestricted gifts to the Art Fund. In lieu of this money, the Board will allocate \$1,000 from this current fiscal year operating fund to the Art Fund.

ON A MOTION BY AMY GLYNN AND SECONDED BY LAURA TORTORELLO, THE TRANSFER OF \$1,000 FROM THE LIBRARY'S OPERATING FUND TO THE ART FUND WAS UNANIMOUSLY APPROVED.

B. Reimburse Trustee Expenses

The Board had an extra Board meeting in September to begin the strategic planning process. Dinner preceded the meeting. The total expense for the Trustee portion of the dinner was \$97.00.

ON A MOTION BY LAURA TORTORELLO AND SECONDED BY MARGARET BERG AND A ROLL CALL VOTE, THE EXPENSE OF \$97.00 FOR A TRUSTEE DINNER WAS UNANIMOUSLY APPROVED.

C. Roll Roof Replacement Proposal

Keefe reported the Facilities Committee, as recommended by the Facilities Audit, reviewed proposals to replace some of the roll roof near the roof top units. The Committee recommends the proposal from Olsson Roofing.

ON A MOTION BY MARGARET BERG AND SECONDED BY KRISTIN MCDANIEL, THE PROPOSAL FROM OLSSON ROOFING FOR \$12,500.00 TO REPLACE SOME OF THE ROLL ROOF AND \$750.00 FOR A 20 YEAR WARRANTY WAS UNANIMOUSLY APPROVED.

D. Boiler Pump Replacement Proposal

The Facilities Committee reviewed proposals to replace the main heating hot water pump. The Committee recommends the proposal from Oak Brook Mechanical Services.

ON A MOTION BY MARY BOCK AND SECONDED BY SUSAN BLUMBERG-KASON, THE PROPOSAL FROM OAK BROOK MECHANICAL SERVICES TO REPLACE THE HOT WATER PUMP FOR \$9,000.00 WAS UNANIMOUSLY APPROVED.

E. Boiler Room Seal Coating Proposal

The Facilities Committee reviewed proposals to grind and seal coat the boiler room floor. The Committee recommends the proposal from Kwak Brothers Painting.

ON A MOTION BY AMY GLYNN AND SECONDED BY SUSAN BLUMBERG-KASON, THE PROPOSAL FROM KWAK BROTHERS PAINTING FOR \$2,200.00 TO SEAL THE BOILER ROOM FLOOR WAS UNANIMOUSLY APPROVED.

F. Chapter 12, "Safety" *Serving Our Public 3.0*

This is a requirement of the Per Capita Grant application. Chapter 12 was reviewed and discussed.

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 MARGARET BERG AND SECONDED BY KRISTIN MCDANIEL, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE REGULAR BOARD MEETING OF THE HINSDALE PUBLIC LIBRARY AT 7:54 P.M.

Respectfully submitted by Nancy Marvan.