

MINUTES OF THE BOARD OF LIBRARY TRUSTEES
OF THE VILLAGE OF HINSDALE
October 23, 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 October 23, 2018.

Present: Julie Liesse, President; Susan Blumberg-Kason, Vice-President; Amy Glynn, Treasurer; Laura Tortorello, Secretary; Kristin McDaniel, Trustee
Mary Bock, Trustee (via phone)

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

Absent: Margaret Berg, Trustee

The minutes from the September 25, 2018 were corrected as follows: under New Business A, the spelling of Tortorello's name was corrected as was the word "transfer".

ON A MOTION BY LAURA TORTORTELLO AND SECONDED BY KRISTIN MCDANIEL THE CONSENT AGENDA WAS APPROVED AS AMENDED.

CITIZENS' COMMENTS

None

EXECUTIVE DIRECTOR'S REPORT

In addition to her written report, Keefe advised the Board about the upcoming Fortnite program that we will be offering at the Library. Microsoft will be facilitating the program. She thanked Blumberg-Kason for her work on the On Topic program. Keefe updated the Board on the progress of the digitization and keyless entry projects. She also thanked the Board for their presence and assistance at the Anniversary Celebration.

PRESIDENT'S REPORT

Liesse informed the Board that the Caucus will be meeting again next month. They will see if they have enough vested members to serve on committees that will assist in the search for candidates for the various board positions throughout the Village. In the event this does not happen, the Library is preparing to organize an informational meeting for residents who are interested in running for any of these open board positions. Liesse also advised the Board that she and Karen will begin reviewing the report from that strategic planning meeting that took place in September.

A. Facilities

None. The Committee will be meeting next week.

B. Finance & Personnel

Covered under New Business.

C. Library Policies

None. The Committee will be meeting next month.

D. Art Committee

The Art Committee has met twice since the last Board meeting. Blumberg-Kason advised the Board that the Art Committee voted to approve a proposal from the Zhou Brothers for a piece of art for the Library's permanent art collection for \$20,000. The committee discussed hanging the piece at the top of the stairs on the second floor, facing the windows on the back of the elevator column.

E. Foundation

Tortorello reported that the Foundation did not meet. She was able to speak with Foundation Board member Becky Moats about potential projects. There are still no immediate plans for the Foundation to meet.

F. Friends

The Friends did not meet. McDaniel reported they will have a table set up at Trivia Night.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Acceptances of Annual Financial Report

Mr. Brian LeFevre explained and reviewed the Library's audit.

ON A MOTION BY LAURA TORTORELLO AND SECONDED BY AMY GLYNN AND A ROLL CALL VOTE, THE ANNUAL FINANCIAL REPORT WAS UNANIMOUSLY ACCEPTED.

B. Levy Review

A copy of the preliminary draft of the FY 19/20 budget was included in the Board packet. Keefe and Glynn updated the Board on what was discussed at the Finance Committee meeting. After discussing various scenarios and reviewing the Library's capital needs, the Committee determined that a \$3,048,000.00 levy request will meet the Library's needs for FY19/20. This is a 2% increase over last year's request.

C. 2019 Closing Dates

A copy of the proposed closing dates was included in the Board Packet.

ON A MOTION BY LAURA TORTORELLO AND SECONDED BY SUSAN BLUMBERG-KASON, THE 2019 CLOSING DATES WERE UNANIMOUSLY APPROVED.

D. 2019 Meeting Dates

Two copies of proposed board meeting dates was included in the October board packet. Keefe advised the Board that if the meetings are scheduled on the fourth Tuesday of the month that at least five meetings will have to be moved due to conflicts with the school schedules or holidays. She noted that if the meetings are scheduled on the third Tuesday of the month there would be no meetings to reschedule. The Board agreed to move the meetings to the third Tuesday of the month for 2019.

ON A MOTION BY AMY GLYNN AND SECONDED BY KRISTIN MCDANIEL, THE 2019 MEETING DATES WERE UNANIMOUSLY APPROVED AS AMENDED. THE LIBRARY BOARD MEETINGS WILL BE HELD ON THE THIRD TUESDAY OF THE MONTH.

E. Executive Session Minutes Semi-Annual Review

All of the executive sessions to be reviewed deal with personnel issues.

ON A MOTION BY LAURA TORTORELLO AND SECONDED BY AMY GLYNN AND A ROLL CALL VOTE, THE RECOMMENDATION TO KEEP THE EXECUTIVE SESSION MINUTES CLOSED WAS UNANIMOUSLY APPROVED.

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 LAURA TORTORELLO AND SECONDED BY SUSAN BLUMBERG-KASON, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE REGULAR BOARD MEETING OF THE HINSDALE PUBLIC LIBRARY AT 8:20 P.M.

Respectfully submitted by Nancy Marvan.