

MINUTES OF THE BOARD OF LIBRARY TRUSTEES

OF THE VILLAGE OF HINSDALE

November 19, 2019

President Liesse called the meeting of the Board of Trustees of the Hinsdale Public Library to order in the Board Room, Main Level, at 7:05 p.m. on November 19, 2019.

Present: Julie Liesse, President; Mary Bock, Vice President; Amy Glynn, Treasurer; Susan Blumberg-Kason, Trustee; Emily Zeng, Trustee; John Bloomfield, 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: Kristin McDaniel, Secretary

CITIZENS' COMMENTS

None

The Treasurer's Report was not included in this month's consent agenda.

ON A MOTION BY AMY GLYNN AND SECONDED BY MARY BOCK, THE CONSENT AGENDA WAS APPROVED.

EXECUTIVE DIRECTOR'S REPORT

In addition to her written report, Keefe informed the Board that she attended the recent Friends meeting. Becky Moats, who was a member of the HPL Foundation, is now a member of the Friends group. She is an avid library user and will be a great addition to the group. The Board also discussed some of the statistics included in the packet.

PRESIDENT'S REPORT

President Liesse reminded the Board of the new fiscal year beginning January 1st. They also discussed some of the programs the Trustees attended at the ILA conference Trustee Day.

COMMITTEE REPORTS

A. Facilities

The Committee did not meet. The bidding process for the skylight replacement will take place in January.

B. Finance & Personnel

The Committee did not meet. The spelling of John Bloomfield's name will be corrected in the minutes of the October 8, 2019 meeting.

C. Library Policies

The Committee met October 21, 2019 and will be meeting again on December 2, 2019. Updates included under New Business.

D. Art Advisory Commission

Blumberg-Kason reported on the reception for Brother Kevin Coffey. He is an art teacher at Benet Academy. His work is currently displayed in the Quiet Room. Keefe informed the Board that Kuniej Berry Associates completed their evaluation of the Library's art collection.

E. Friends

The Friends will be meeting again in January.

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. Accept Audit

Mr. Brian LeFevre explained and reviewed the Library's audit. There is a correction to be made on page 30. He will send out a corrected PDF file of the audit.

ON A MOTION BY AMY GLYNN AND SECONDED BY SUSAN BLUMBERG-KASSON, THE ANNUAL FINANCIAL REPORT WAS UNANIMOUSLY ACCEPTED AS AMENDED.

B. 2020 Budget

A copy of the proposed budget was included in the Board packet and was reviewed by the Board last month.

ON A MOTION BY SUSAN BLUMBERG-KASON AND SECONDED BY JOHN BLOOMFIELD, THE BOARD UNANIMOUSLY AGREED TO APPROVE THE FY2020 BUDGET.

C. 2020 Levy Request

The levy request had been reviewed with the full Board at the September and October meetings. It is the Board's responsibility to see that the Library requests a levy amount needed to sufficiently fund the Library. The Finance Committee's recommendation is to levy for \$3,168,853.00.

ON A MOTION BY MARY BOCK AND SECONDED BY SUSAN BLUMBERG-KASON AND A ROLL CALL VOTE, THE TAX LEVY RESOLUTION IN THE AMOUNT OF \$3,168,853.00 FOR FISCAL YEAR 2020 WAS UNANIMOUSLY APPROVED.

D. Travel Reimbursement Policy Revision

Red-lined and final copies of the policy were included in the Board packet. Bock reviewed any changes with the Board.

ON A MOTION BY AMY GLYNN AND SECONDED BY SUSAN BLUMBERG-KASON, THE TRAVEL REIMBURSEMENT POLICY WAS UNANIMOUSLY APPROVED.

E. Reference Policy Revision

Red-lined and final copies of the policy were included in the Board packet. Bock reviewed any changes with the Board.

ON A MOTION BY SUSAN BLUMBERG-KASON AND SECONDED BY AMY GLYNN, THE REFERENCE POLICY WAS UNANIMOUSLY APPROVED.

F. Circulation Policy Revision

Red-lined and final copies of the policy were included in the Board packet. Bock reviewed any changes with the Board.

ON A MOTION BY JOHN BLOOMFIELD AND SECONDED BY MARY BOCK, THE CIRCULATION POLICY WAS UNANIMOUSLY APPROVED.

G. Review Report on DPLA & Illinois Digital Archives

Knasiak explained the Digital Public Library of America and the Illinois Digital Archives to the Board. A written report was included in the packet.

H. Per Capita Grant Application

Knasiak explained the per capita grant application process to the Board. A copy of the application was included in the Board packet.

ON A MOTION BY MARY BOCK AND SECONDED BY SUSAN BLUMBERG-KASSON, THE PER CAPITA GRANT APPLICATION 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 MARY BOCK AND SECONDED BY EMILY ZENG, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE REGULAR BOARD MEETING OF THE HINSDALE PUBLIC LIBRARY AT 8:14 PM.