

**MINUTES OF THE BOARD OF LIBRARY TRUSTEES**  
**OF THE VILLAGE OF HINSDALE**  
February 18, 2020

President Liesse called the meeting of the Board of Trustees of the Hinsdale Public Library to order in the Board Room, Main Level, at 7:00 p.m. on February 18, 2020.

**Present:** Julie Liesse, President; Mary Bock, Vice President; Kristin McDaniel, Secretary; John Bloomfield, Trustee; Emily Zeng, Trustee (by phone)

**Also Present:** Karen Kleckner Keefe, Executive Director; Bob Bell, I.T. Manager; Ridgeway Burns, Youth Services Manager; Ellen Smith, Materials Management Manager

**Absent:** Amy Glynn, Treasurer; Susan Blumberg-Kason, Trustee

**CITIZENS' COMMENTS**

None

**CONSENT AGENDA**

**ON A MOTION BY KRISTIN MCDANIEL 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 the Library continues to work with Village of Hinsdale staff to implement all relevant features of the new ERP. She told them that the Library would be holding a "Food for Fines" week this spring and that staff would record any comments they heard about the initiative. She also told them about a man who was asked to leave the Sean Casten Town Hall meeting held at the Library on 2/15. Also, on that day, a patron called the police to report a man taking photos of patrons in the Library. Police arrived on site, but the man had left the building.

**PRESIDENT'S REPORT**

Liesse reported on the information that was shared at the ILA Legislative Meet Up that she attended with Kristin McDaniel, Susan Blumberg-Kason, and Karen Keefe. She mentioned the ways that libraries are supporting Census participation.

**COMMITTEE REPORTS**

**A. Facilities**

Keefe told the Board that she had received a signed AIA Agreement from Adler and was waiting to hear back from Studio GC on references, materials ordering, and a project timeline.

**B. Finance & Personnel**

Treasurer Amy Glynn will be sending out evaluation forms to trustees for Keefe's annual performance review. The Capital Transfer will be covered under New Business.

**C. Library Policies**

The Policy Committee did not meet.

**D. Art Advisory Commission**

The Commission had a very productive meeting in January. They will be creating an audio tour of the Library's permanent collection and inviting a student ambassador to participate in commission meetings. Keefe is developing an application.

**E. Friends**

The Friends hosted a great After Dark event. Their next meeting is being planned.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

**A. Department Reports**

Bob Bell, I.T. Manager; Ridgeway Burns, Youth Services Manager; and Ellen Smith, Materials Management Manager presented reports on their department's accomplishments in FY19.

**B. Capital Transfer**

Keefe reviewed how money is transferred from the operating reserve to the capital reserve as the last financial act of the previous fiscal year. Due to the change in fiscal year start date, the Finance Committee recommends that the Board approve a transfer of only the \$145,000 budgeted for the FY19 fiscal year.

**ON A MOTION BY JOHN BLOOMFIELD AND SECONDED BY MARY BOCK AND A ROLL CALL VOTE, THE FUNDS TRANSFER RESOLUTION OF \$145,000 FOR FY2019 WAS UNANIMOUSLY APPROVED.**

**C. Patron Ban**

Keefe asked the Board to extend the one-month patron ban issued on January 24, 2020 to end January 24, 2021.

**ON A MOTION BY KRISTIN MCDANIEL AND SECONDED BY MARY BOCK, THE PATRON BAN EXTENSION WAS UNANIMOUSLY APPROVED.**

**D. Workplace Transparency Act Resolution**

This resolution confirms the Anti-Harassment policy changes approved by the Board in January.

**ON A MOTION BY JOHN BLOOMFIELD AND SECONDED BY KRISTIN MCDANIEL AND A ROLL CALL VOTE, THE WORKPLACE TRANSPARENCY ACT RESOLUTION WAS UNANIMOUSLY APPROVED.**

**E. IPLAR Approval**

A copy of the Illinois Public Library Annual Report was included in the packet. This report for the State is required to qualify for the Per Capita Grant. Keefe explained how this report is put together each year using our statistics.

**ON A MOTION BY MARK BOCK AND SECONDED BY JOHN BLOOMFIELD, THE IPLAR REPORT WAS UNANIMOUSLY APPROVED.**

**CITIZEN'S COMMENTS**

None

**TRUSTEE'S COMMENTS**

None

**ADJOURNMENT**

**ON A MOTION BY KRISTIN MCDANIEL AND SECONDED BY MARY BOCK, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE REGULAR BOARD MEETING OF THE HINSDALE PUBLIC LIBRARY AT 8:12 PM.**