

APPROVED

HELEN M. PLUM MEMORIAL PUBLIC LIBRARY DISTRICT
110 West Maple St.
Lombard, IL 60148

BOARD MEETING MINUTES

November 12, 2019
7:00 p.m.
Auditorium

- I. Call to order
 - a. President Brandt called the meeting of the Board of Trustees to order at 7:00 p.m. in the Auditorium of the Plum Library.
- II. Pledge of Allegiance
 - a. All present recited the Pledge of Allegiance.
- III. Roll call, recording both present and absent members
 - a. Present: President Brandt, Vice President Larkin, Secretary Aasmundstad Walsh; Trustees Carlson, Marshall
 - b. Absent: Treasurer Pinkett-Floyd (arrived at 7:18 p.m.), Trustee Wiggins (arrived at 7:21 p.m.)
 - c. Staff members present: Director Kruser, Claudia Krauspe, Michelle Petersen, Anne Luzeniecki
 - d. Guests present: Kelly Zabinski, Jim Reed, Ann Van Vooren
- IV. Public presentation to, or discussion with, the Board of Trustees
 - a. Public presentations were made by the following citizens of Lombard: Jim Reed.
- V. ACTION ITEM: Adoption of the Agenda
 - a. Vice President Larkin moved to adopt agenda. Trustee Carlson seconded motion. All ayes, no nays. Motion passed.
- VI. ACTION ITEM: Approval of consent agenda items
 - a. Approval of minutes
 - i. Regular Board meeting, October 8, 2019
 - ii. Closed Session meeting, October 8, 2019
 - iii. Special Board meeting, October 30, 2019
 - iv. Special Board meeting, Closed Session, October 30, 2019
 - b. Approval of financial reports
 - i. Cash and Investments Report dated October 31, 2019
 - ii. Revenue and Expenditures vs. Budget Report dated October 31, 2019
 - iii. Check Register dated October 31, 2019
 - iv. Balance Sheet Previous Year Comparison as of October 31, 2019
 - c. Vice President Larkin moved to approve consent agenda items as amended. Secretary Aasmundstad Walsh seconded motion. All ayes, no nays. Motion passed.
 - i. Trustee Marshall had questions on the expense reports. Kelly Zabinski provided clarification.

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- ii. Trustee Carlson noted that the minutes for the October 30 meetings incorrectly list Joe Huberty as present. He was not present. Trustees agreed to approve the minutes as amended.
- VII. Committee reports
- a. Audit Committee
 - i. Did not meet.
 - b. Director Relations Committee
 - i. Secretary Aasmundstad Walsh, Committee Chair, noted that the committee has not met. However, she will meet with Director Kruser on Nov. 21 to discuss the next step of the review process.
 - c. Policy and Bylaws Committee
 - i. Trustee Marshall, Committee Co-Chair, noted that the committee did meet in October. They have Action Items listed on tonight's agenda.
- VIII. Unfinished Business
- a. No unfinished business to report.
- IX. New Business
- a. ACTION ITEM: Approval of Ordinance 2019-2020-004 Tax Levy Ordinance
 - i. The Board agreed to a 0% levy increase.
 - ii. Trustee Carlson moved to approve of Ordinance 2019-2020-004 Tax Levy Ordinance as amended. Vice President Larkin seconded motion. Roll call vote. All ayes, no nays. Motion carries.
 - b. ACTION ITEM: Approval of 2018-2019 Annual Audit
 - i. Vice President Larkin moved to approve of 2018-2019 Annual Audit. Trustee Marshall seconded motion. Roll call vote. All ayes, no nays. Motion carries.
 - ii. Ann Van Vooren from Lauterbach & Amen presented the Annual Financial Report to the Trustees.
 - c. ACTION ITEM: Approval of Trustee Bylaws
 - i. Trustee Marshall reviewed the suggested changes. He also presented additional recommended changes throughout the document.
 - ii. Vice President Larkin moved to approve of Trustee Bylaws as amended. Trustee Carlson seconded motion. All ayes, no nays. Motion carries.
- X. Communications
- a. Director Kruser shared an online review from a patron complimenting the library and staff. It was included in the board packet.
- XI. Library Director's Report
- XII. Departmental Reports
- a. Trustee Marshall asked for clarification on Michelle Petersen's report from ILA. He commended the library staff and managers on their detailed reports and their service to the community.

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- XIII. The Board went into Closed Session at 8:27 p.m. to discuss the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. Roll Call.
 - a. Trustee Wiggins moved to enter into Closed Session and it was seconded by Treasurer Pinkett-Floyd. All ayes, no nays.
- XIV. The Board did not go into Closed Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. This closed session will be rescheduled.
- XV. Motion to approve contracts for purchase of real property. Roll call. All ayes, no nays.
- XVI. Adjournment: 8:53 p.m.

Approved: _____

Kristin Aasmundstad Walsh
Board Secretary