

APPROVED

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

BOARD MEETING MINUTES

January 14, 2020
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, Secretary Aasmundstad Walsh; Trustees Carlson, Marshall, Wiggins
 - b. Absent: Vice President Larkin; Treasurer Pinkett-Floyd arrived at 7:07pm
 - c. Staff members present: Director Kruser, Claudia Krauspe, Sue Wilsey, Michelle Petersen, Alex Vancina, Michelle Kilty
 - d. Guests present: Mary Marshall
- IV. Public presentation to, or discussion with, the Board of Trustees
 - a. Public presentations were made by the following citizens of Lombard: No public presentations were made.
- V. ACTION ITEM: Adoption of the Agenda
 - a. Trustee Carlson moved to adopt agenda. Secretary Aasmundstad Walsh seconded motion. All ayes, no nays. Motion passed.
- VI. ACTION ITEM: Approval of consent agenda items
 - a. Approval of minutes
 - i. Regular Board meeting, December 18, 2019
 - ii. Closed Session meeting, December 18, 2019
 - b. Approval of financial reports
 - i. Check Register dated December 31, 2019
 - ii. Cash and Investments Report dated December 31, 2019
 - iii. Revenue and Expenditures vs. Budget Report dated December 31, 2019
 - iv. Balance Sheet Previous Year Comparison as of December 31, 2019
 - c. Trustee Wiggins moved to approve consent agenda items. Trustee Carlson seconded motion. All ayes, no nays. Motion passed.
 - i. Trustee Marshall moved to remove the minutes from the Closed Session meeting on December 18, 2019 for further review. The Trustees will discuss in Closed Session. All ayes, no nays. Motion passed.

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- VII. Committee reports
 - a. Audit Committee
 - i. Director Kruser noted that the next meeting is scheduled for Tuesday, February 11 at 6:30 p.m.
 - b. Director Relations Committee
 - i. Secretary Aasmundstad Walsh, Committee Chair, noted that the committee met on December 10, 2019. They intend to meet again on Thursday, January 16, 2020. They also have items for discussion in closed session tonight.
 - c. Policy and Bylaws Committee
 - i. Director Kruser noted that the committee met on December 19, 2019. The committee has a new policy listed for approval on tonight's agenda.

- VIII. Unfinished Business
 - a. No unfinished business to report.

- IX. New Business
 - a. ACTION ITEM: Approval of U-12 Security Cameras
 - i. Trustee Wiggins moved to approve policy U-12 Security Cameras. Trustee Carlson seconded motion.
 - ii. Trustee Marshall recommended adjusting the retention time from 14 days to 21 days. The Board agreed.
 - iii. Trustee Marshall moved to approve policy U-12 Security Cameras as amended. Secretary Aasmundstad Walsh seconded. All ayes, no nays. Motion passed.

- X. Communications
 - a. No communications to report.

- XI. Library Director's Report
 - a. Director Kruser noted that the Legislative Lunch will be February 3, 2020. She will be attending with Support Services and Communications Director Sue Wilsey and Trustee Wiggins.
 - b. Director Kruser noted that the State of the Village Lunch will be February 19, 2020. Secretary Aasmundstad Walsh expressed interest in attending. Any Trustees interested in attending should contact Director Kruser or Angelica Brenzel.
 - c. Director Kruser informed the Board that she submitted the library's per capita grant application to the state library.
 - d. President Brandt asked for an update on the Culture Code process. Director Kruser and Support Services and Communications Director Sue Wilsey informed the Board that consultant Amanda Standerfer has been working with both staff and managers to guide the process. Staff will have a draft of the Culture Code finalized in February.
 - e. Trustee Marshall asked for clarification on some of the monthly stats. Assistant Director Claudia Krauspe noted that the monthly stats are affected by a number of variables that cause the report to fluctuate.

- XII. Departmental Reports

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- XIII. The Board went into Closed Session at 7:30 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.
- XIV. The Board also went 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. Roll Call.
 - a. Trustee Wiggins moved to enter into Closed Session and it was seconded by Trustee Marshall. All ayes, no nays.
- XV. The Board returned to Open Session at 8:41 p.m. to affirm decisions made in Closed Session.
- XVI. Adjournment: 8:41 p.m.

Approved: _____

Kristin Aasmundstad Walsh
Board Secretary