

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



BOARD MEETING MINUTES
May 14, 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, Treasurer Pinkett-Floyd, Secretary Aasmundstad Walsh; Trustees Brenniman, Carlson, Wiggins
 - B. Absent: Vice President Larkin (notified in advance)
 - C. Staff members present: Director Kruser, Sue Wilsey, Claudia Krauspe, Alex Vancina
 - D. Guests present: Joe Huberty, Ken Marshall, Mary Marshall, Howard Metz, Gabrielle Day
- IV. Public presentation to, or discussion with, the Board of Trustees
 - A. No public presentations were made.
- V. ACTION ITEM: Adoption of the Agenda
 - A. Trustee Carlson moved to adopt agenda. Treasurer Pinkett-Floyd seconded motion. All ayes, no nays. Motion passed.
- VI. ACTION ITEM: Approval of consent agenda items
 - A. Approval of minutes
 - 1. Special Board Meeting, April 2, 2019
 - 2. Closed Session Special Board Meeting, April 2, 2019
 - 3. Regular Board Meeting, April 9, 2019
 - 4. Closed Session Board Meeting, April 9, 2019
 - B. Approval of financial reports
 - 1. Check Register dated April 30, 2019
 - 2. Cash and Investments Report dated April 30, 2019
 - 3. Revenue and Expenditures vs. Budget Report dated April 30, 2019
 - 4. Balance Sheet Previous Year Comparison as of April 30, 2019
 - C. Trustee Brenniman asked for clarification on the Revenue and Expenditures vs. Budget Report. Director Kruser explained that the numbers associated with Building & Contents Insurance and Workers Compensation Insurance had been switched. The numbers are accurate

but are listed in incorrect categories. This will be amended on future reports.

1. Trustee Carlson moved to approve consent agenda items as amended. Treasurer Pinkett-Floyd seconded motion. All ayes, no nays. Motion passed.

VII. Committee reports

A. Building and Grounds Committee

1. Did not meet.

B. Community Relations Committee

1. Did not meet.

C. Director Relations Committee

1. Secretary Aasmundstad Walsh, Committee Chair, noted that the committee met on April 16 to discuss the next review schedule and process. She has a report to present in closed session tonight.

D. Policy and Bylaws Committee

1. Treasurer Pinkett-Floyd, Committee Chair, noted that the committee met on April 25. They are presenting a policy for consideration on tonight's agenda.

E. Audit Committee

1. Did not meet.

VIII. Unfinished Business

- A. No unfinished business to report.

IX. New Business

A. ACTION ITEM: Approval of U-6 Reference Policy

1. Treasurer Pinkett-Floyd moved to approve of U-6 Reference Policy. Trustee Carlson seconded motion. All ayes, no nays. Motion passed.

X. Communications

- A. Director Kruser included copies of an email, a thank you card, and a Facebook comment in which patrons expressed gratitude to the Library staff for their service.

XI. Library Director's Report

- A. Trustee Brenniman asked when the new Strategic Plan will be set into motion. Director Kruser noted that the goal is to implement the plan in 2020. For the time being, she is working with the management team to make internal changes and further develop a Culture Code. The Strategic Plan does not yet involve community outreach or feedback. Secretary Aasmundstad Walsh asked to supply a general timeline of the process so the Board can have a better understanding of what to expect and how they might play a role in future planning.

- B. Trustee Brenniman asked about increased fees from the Nolan Agency. Director Kruser noted that this report was written before the Agency confirmed that there will not be any increases.

XII. Departmental Reports

- A. Director Kruser noted that the Lombardian is no longer publishing Speak Outs on the website. The Board would still like them included in the packet even if they're just photocopied from the local newspaper.
- B. President Brandt asked about the transition from home delivery volunteers to staff. Director Kruser noted that this change was made partially for liability reasons. She also noted that the position has also become more of a reader's advisory role so staff can provide further recommendations to homebound patrons. The Library has liability insurance to cover staff in this capacity.
- C. Trustee Carlson asked how the "Just for Kids" trial for evaluation will be publicized. Assistant Director Claudia Krauspe noted that the implementation planning meeting will take place next week. Typically, new databases and resources are publicized via the website, bookmarks, the Gazette, and Library social media.

XIII. The Board went into Closed Session at 7:31 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, as well as to discuss possible litigation. Roll Call.

- A. Trustee Wiggins moved to enter into Closed Session and it was seconded by Trustee Brenniman. All ayes, no nays.
- B. The Board returned to open session at 8:49 p.m. to excuse Director Kruser from the second Closed Session meeting detailed below.

XIV. The Board went into Closed Session at 8:52 p.m. 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. Secretary Aasmundstad Walsh moved to enter into Closed Session and it was seconded. All ayes, no nays.
- B. Trustee Brenniman moved to enter into Open Session at 9:24 p.m. and it was seconded by Treasurer Pinkett-Floyd. All ayes, no nays.

XV. Adjournment: 9:25 p.m.

Approved: _____

Kristin Aasmundstad Walsh
Board Secretary