

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

BOARD MEETING MINUTES

July 9, 2019

7:00 p.m.

Auditorium

- I. Call to order
 - a. Vice President Larkin 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: Vice President Larkin, Treasurer Pinkett-Floyd, Secretary Aasmundstad Walsh; Trustees Carlson, Marshall
 - b. Absent: President Brandt, Trustee Wiggins
 - c. Staff members present: Director Kruser, Claudia Krauspe, Sue Wilsey, Alex Vancina, Michelle Petersen, Michelle Kilty
 - d. Guests present: Jane Charmelo, Robert Biddle, Mary Marshall, Joe Huberty

- 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. Vice President Larkin moved to approve the agenda as amended with the omission of the Closed Session Board Meeting minutes from June 11, 2019. 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, June 11, 2019
 - b. Treasurer Pinkett-Floyd moved to approve consent agenda items. Secretary Aasmundstad Walsh seconded motion. All ayes, no nays. Motion passed.

- VII. Committee reports
 - a. Building and Grounds Committee
 - i. Did not meet.
 - b. Community Relations Committee
 - i. Did not meet.
 - c. Director Relations Committee
 - i. Secretary Aasmundstad Walsh, Committee Chair, noted that the committee has not met but are working on scheduling a meeting within the next two months.

- d. Policy and Bylaws Committee
 - i. Treasurer Pinkett-Floyd, Committee Chair, noted that the committee did meet on Tues., July 9, 2019. They have action items on the agenda.
 - e. Audit Committee
 - i. Did not meet.
- VIII. Unfinished Business
- a. No unfinished business to report.
- IX. New Business
- a. ACTION ITEM: Approval to participate in the non-residential card program for the year July 1, 2019 to June 30, 2020 and to use the tax-bill formula for the non-resident card.
 - i. Trustee Carlson moved to approve participation in the non-residential card program for the year July 1, 2019 to June 30, 2020 and to use the tax-bill formula for the non-resident card. Treasurer Pinkett-Floyd seconded motion. All ayes, no nays. Motion carries.
 - b. ACTION ITEM: Approval of Prevailing Wage Ordinance 2019-2020-002
 - i. Treasurer Pinkett-Floyd moved to approve Prevailing Wage Ordinance 2019-2020-002. Trustee Carlson seconded motion. All ayes, no nays. Motion carries.
 - c. ACTION ITEM: Approval of U-1 Use of Materials and Facilities
 - i. Treasurer Pinkett-Floyd moved to approve of policy U-1 Use of Materials and Facilities. Secretary Aasmundstad Walsh seconded motion. All ayes, no nays. Motion carries.
 - d. ACTION ITEM: Approval of U-7 Internet Policy
 - i. Trustee Carlson moved to approve of U-7 Internet Policy. Treasurer Pinkett-Floyd seconded motion. All ayes, no nays. Motion carries.
 - e. ACTION ITEM: Approval of C-4 Community Involvement
 - i. Trustees discussed section III, E and its purpose in the policy. Trustee Marshall recommended returning this policy to the Policy and Bylaws Committee for further review.
 - ii. Treasurer Pinkett-Floyd moved to remove this policy for further review by the Policy and Bylaws Committee. Trustee Marshall seconded motion. All ayes, no nays. Motion carries.
 - f. ACTION ITEM: Approval of C-5 Sponsorships of Library Events
 - i. Treasurer Pinkett-Floyd moved to approve of policy C-5 Sponsorships of Library Events. Trustee Marshall seconded motion. All ayes, no nays. Motion carries.
 - g. ACTION ITEM: Assignment of Committee Chairs
 - i. Vice President Larkin noted that President Brandt assigned committee roles and shared them via email. The committee appointments are as follows:
 - 1. The Building and Grounds Committee will be eliminated until needed.

2. The Policy and Bylaws Committee will consist of Trustee Marshall, Trustee Wiggins, and Treasurer Pinkett-Floyd, who will also act as Committee Chair
 3. The Director Relations Committee will consist of Trustee Marshall, Trustee Carlson, and of Secretary Aasmundstad Walsh, who will also act as Committee Chair.
 4. The Audit Committee will consist of: Trustee Carlson, Trustee Wiggins and Vice President Larkin, who will also act as Committee Chair.
 5. The Community Relations Committee will be eliminated until needed.
 6. Director Kruser noted that the Trustee Bylaws will need to be updated to reflect the changes made to the Building and Grounds Committee as well as the Community Relations Committee.
- ii. Trustees agreed to the committee appointments. All ayes, no nays. Motion carries.
- X. Communications
- a. Director Kruser shared a thank you card from former Trustee Gary Brenniman. He thanked Trustees and staff for 14 years of service at Helen Plum Library.
- XI. Library Director's Report
- a. Director Kruser noted that the building suffered a power outage due to a storm in the previous weeks. The issue has been repaired, and both the AC and elevator are working.
- XII. Departmental Reports
- a. Secretary Aasmundstad Walsh commended staff for the influx in adult participants in the Summer Reading Program. Director Kruser noted that the Library has introduced a new online system to encourage and ease individual and family sign up for the program.
 - b. Trustee Marshall asked for more information about *Explore More Illinois*. Claudia Krauspe explained that it is a new service provided by RAILS. Ultimately, it will provide patrons with passes for museums across the state. There are no fees for this.
 - c. Trustee Carlson asked for clarification on the new process of recycling used books. Michelle Petersen noted that the new process comes at the same cost but is more efficient and saves both time and space in the building. Some books will still go to the book sale corner.
- XIII. The Board went into Closed Session at 7:35 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. Vice President Larkin moved to enter into Closed Session and it was seconded by Trustee Marshall. All ayes, no nays.
- XIV. Adjournment: 8:43 p.m.

Approved: _____

Kristin Aasmundstad Walsh
Board Secretary