

**BARTLETT PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEE MINUTES
January 15, 2018**

The regular meeting was called to order at 7:00 p.m. by President Barry.

ROLL CALL: Present were Student Advisory Teen Trustee Ramya Gandhi, Trustees John Sias, Lynn DeSmidt (via phone/skype), Fran Byron, Heidi Hopkins, Peggy Bucaro, and Dave Barry. Trustee Eric Shipman was absent.

Staff members present were Library Director Karolyn Nance, Adult & Technical Services Manager Mary Jane O'Brien, and IT & Digital Services Manager Al Ramirez.

Also present were Sarah Keister Armstrong and Beth Keister of Sarah Keister Armstrong & Associates, RAILS Executive Director Dee Brennan, patron Joseph Olsen, and reporter Joe Hyland from the *Examiner*.

TOWN HALL:

Patron Joseph Olsen voiced four points:

1. He appreciates the new seating arrangement the Board has adopted.
2. He urges the Board to adopt the accrual form of accounting for monthly financial statements.
3. He is concerned about the accumulated deficit in the Library Fund.
4. He suggests the following regarding the Strategic Plan: In Service Response 1 – Goal 1.2 *Ensure Library hours of operation meet community demands change demands to needs*, adjust dates for goals tied to expenditures so that they coincide with the budget planning process, and schedule the next Strategic Plan to start in 2021 to avoid a gap year.

APPROVAL OF ITEMS ON CONSENT AGENDA:

A motion was made by Trustee Bucaro and seconded by Trustee Byron to approve the Consent Agenda items. On the voice vote, all were in favor and the motion carried. Trustee Shipman was absent.

CORRESPONDENCE:

Trustees received copies of Jay Copp's article, *Top Shelf: The Best in Local Libraries* from **West Suburban Living**.

REPORTS, RAILS REPORT, QUESTIONS AND ANSWERS: None

STUDENT ADVISORY TEEN TRUSTEE REPORT: Student Advisory Teen Trustee Ramya Gandhi explained that she had nothing new to report because she had not attended a Teen Advisory Meeting since last month's Board Meeting.

PRESENTATION: RAILS Executive Director Dee Brennan stated that she was attending the meeting at the request of the Library to explain how the consortiums worked and to answer questions the Board might have regarding the possibility of joining. She showed a 2016 map that used colors to reflect the different consortiums that RAILS supports – this map is also available on the RAILS website at:

https://www.railslibraries.info/system/files/Anyone/attachment/pdf/RAILS_resource_sharing_map_20160927.pdf. According to Ms. Brennan, in 2018 SWAN, LINC, and MAGIC will merge into one entity, resulting in a consortium of ninety to one hundred libraries. RAILS supplies

financial support and promotes resource sharing. Their first priority is merging consortiums and the second is assisting stand-alone libraries (like BPLD) by funding migration costs, servers, firewalls, etc. Training/educating of staff needs to be considered as well. Our OverDrive collection could continue to remain available to our patrons only. She also went over the process of borrowing items not owned by the Library. Trustee Sias inquired about drawbacks in joining a consortium. Ms. Brennan stated that certain things would no longer be in our control and other things would remain unchanged. For example, libraries still set their own fine policies, and their own rules about lending new items. The process of changing from a stand-alone library to a consortium member is about two years.

ACTION ITEMS:

- Approval of Strategic Plan Service Responses and Internal Working Draft Document. Trustee Hopkins made a motion to accept the document and Trustee Sias seconded. The motions was approved. Trustee Shipman was absent.

DISCUSSION ITEMS:

- Financial Report – variance on profit/loss statement is due to all of the property taxes being recognized already during the year, creating a large surplus that is not budgeted for.
- Six Month Review of Board Meeting Minutes (Barry and Sias)
- Director evaluation will take place in Executive Session
- Facility Update – Paperwork for generator is in
- 2018 – 2019 Budget Process – Copy is included in packet and the Board will look at facility issues, health benefits, etc. Please let Director Nance or Trustee Barry know if you'd like anything added.
- 27th Annual Illinois Library Legislative Lunch, Friday, February 16, 2018
- 2018 Trustee Forum, Saturday, February 17, 2018 - Trustees Barry and DeSmidt have signed up already and Teen Trustee Gandhi will check to see if she can attend as well.
- Coffee with the Trustees date – Sunday, January 28, 2018 from 1pm – 2pm. Please let Director Nance know by January 19, 2018 if you can attend.
- Chamber Membership Breakfast, Wednesday, January 24, 2018 – Time – TBA. Please let Director Nance know if you can attend.
- Foundation Update – Thursday, February 8, 2018 will be *Dine to Donate* all day at Pasta Mia. They will donate 20% of the pre-tax bill minus any discounts to the BPLD Foundation.
- Friends Update – The Book Sale area has been repainted and the Friends have donated \$500 to Adult Services for programs and \$500 to Youth Services for a light pegboard.

OTHER ITEMS:

None

TOWN HALL:

None

ADJOURNMENT:

Trustee Hopkins made a motion to adjourn to Executive Session. It was seconded by Trustee Byron. The motion was approved. Meeting adjourned to Executive Session at 7:43 p.m.

The Board went into Executive Session at 7:43 p.m., (as permitted by 5 ILCSA Section 2(c)1-- The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body). Present were Trustees John Sias, Lynn DeSmidt (Via Phone/Skype), Francine Byron, Heidi Hopkins, Peggy Bucaro, and Dave Barry. Trustee Eric Shipman was absent.

Trustee Hopkins made a motion to go back into the regular session meeting at 7:55 p.m. It was seconded by Trustee Byron; the motion was approved. Present were Trustees John Sias, Lynn DeSmidt (Via Phone/Skype), Francine Byron, Heidi Hopkins, Peggy Bucaro, and Dave Barry. Trustee Shipman was absent.

ADJOURNMENT:

There being no further business, a motion to adjourn was made by Trustee Byron. It was seconded by Trustee Hopkins. The motion was approved. Meeting was adjourned at 7:56 p.m.