

**BARTLETT PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEE MINUTES
November 16, 2015**

The regular meeting was called to order at 7:03pm by President Barry.

ROLL CALL: Present were Trustees Lynn DeSmidt, Peggy Bucaro, Ed Novak, Francine Byron, Heidi Hopkins, Bryan Darge, and Dave Barry.

Also present was Teen Trustee, Andrea Winget.

Staff members present were Library Director Karolyn Nance, Assistant Director & Circulation Manager Mary Bavido, YS & Teen Manager Ruth Anne Mielke, and PR Specialist Roslyn Summerville. Greg Mueller from Mueller Business Services was also present.

TOWN HALL: None

APPROVAL OF MINUTES:

Trustee Byron made a motion to approve the minutes of the October 19, 2015 Public Hearing. Seconded by Trustee Novak, the motion passed. Trustees DeSmidt and Hopkins abstained.

Trustee Bucaro made a motion to approve the minutes of the October 19, 2015 Committee of the Whole meeting. Seconded by Trustee Darge, the motion passed. Trustee DeSmidt and Hopkins abstained.

Trustee Byron made a motion to approve the minutes of the October 19, 2015 Board Meeting. Seconded by Trustee Bucaro, the motion passed. Trustees DeSmidt and Hopkins abstained.

TREASURER'S REPORT

APPROVAL OF BILL LIST: November 16, 2015

A motion was made to approve the Bill List by Trustee Bucaro and it was seconded by Trustee Darge. The motion was approved by roll call vote. All ayes. Trustee Barry abstained.

APPROVAL OF TRANSFER OF FUNDS: November 16, 2015

Trustee Darge made a motion to transfer \$512,000 from the Illinois Fund's to the Library's checking account, seconded by Trustee Novak. The motion was approved by roll call vote. All ayes.

REVIEW OF FINANCIAL REPORT: October 31, 2015

The financial report was reviewed by the Board.

DESIGNATION OF TRUSTEES TO REVIEW MONTHLY CHECKS:

Trustees Hopkins and Bucaro will review the monthly checks before the December 21, 2015 Board Meeting.

COMMITTEE REPORTS: None

STUDENT ADVISORY TEEN REPORT:

Teen Trustee Winget gave a report on the recent Teen Advisory Board (TAB) meeting. They discussed suggestions for the new teen space. Adding stress relievers such as coloring books, games and puzzles,

especially during final exam weeks, would be helpful. Also, having some school supplies such as pens and pencils available would help with those doing homework.

CORRESPONDENCE Hanover Township New Leaders in Education Reception: Trustee Barry recommended attending this reception. It recognizes educators who have made a difference in the Unit School District U-46. Trustees Barry, Byron and DeSmidt will attend.

REPORTS, RAILS REPORT, QUESTIONS AND ANSWERS: President and Trustees:

Trustee Barry attended the Illinois Library Association conference held in Peoria, IL last month. Author and speaker, Shakar Vedantam, gave a presentation about how the brain learns through stories. Trustee Barry also attended the *Battle of the Books* presentation by Ruth Anne Mielke, Youth & Teen Services Manager. *Battle of the Books* celebrates 41 years with the public libraries of Bartlett, Poplar Creek, and Gail Borden.

Next year's conference will be held at the Donald E. Stephens Convention Center in Rosemont, October 18-20, 2016.

ACTION ITEMS:

Coil Replacement/Cleaning:

This item has been tabled to the December 21st meeting.

DISCUSSION ITEMS:

Renovation Update: The Renovation Project is a month ahead of schedule. There have been no closings as the construction company and library staff have been able to shift collections and work around carpet replacements. The project to address cleaning and replacement of HVAC Coils will be worked on soon. The Air Test & Balance will be conducted after the cleaning is completed.

Trustee Photos: The Trustee photo project has been completed.

2016 IMRF Rate 13.29%: The new IMRF rate is .02% higher than last year's.

Trustee Academy: RAILS has sent out information about the online training and webinars that are available through the Trustee Academy. Director Nance highly recommends taking advantage of the opportunity.

Village of Bartlett Holiday Party: Trustee Hopkins has received notice that the Village Holiday Party will take place on December 11, 2015 at Bartlett Hills from 5:00-8:00pm.

Renovation Celebration: The Renovation Celebration is scheduled for Saturday, January 16 from 11:00am to 4:00pm. There will be raffles, display tables, tours, and a visit from Curious George. Invitations have been sent to all local civic and business groups as well as local dignitaries and the residents of the Bartlett Public Library District.

Library Annual Awards Party: The annual dinner will take place on Friday, January 22, 2016 at Moretti's.

2016 Annual Library Trustee Banquet: Sponsored by L.A.C.O.N.I. (Library Administrators Conference of Northern Illinois), the annual dinner will be held on Friday, April 15, 2016.

Other Discussion Items: Director Nance announced that library patrons, Al and Marie Herzfeld have donated \$1000.00 to the *Foundation* and \$1000.00 to the *Friends*. The Library is very grateful and thank you letters have been sent.

TOWN HALL: None.

ADJOURNMENT:

Trustee Darge made a motion to adjourn the meeting. It was seconded by Trustee Hopkins, the motion passed. Meeting adjourned at 7:40 pm.