



NEW LENOX PUBLIC LIBRARY DISTRICT BOARD MEETING

January 21, 2013

The regular meeting of the New Lenox Public Library District Board of Trustees was called to order at 7:00 p.m. by President Broccolo on Monday, January 21, 2013, at the New Lenox Library, 120 Veterans Parkway, New Lenox, Illinois. Present were Trustees Louis Broccolo, Linda Evans, James Lauterbach, Colette Loecke, Ann Podoba, and Dr. Edward A. Tatro. Staff present: Kate Hall, Library Director; Pam Anderson, Business Manager; Cindy Bennett, Cindy Hostert, Recording Secretary and Jim Fessler. Trustee Janet Ballerini was absent.

Minutes

Trustee Lauterbach moved and Trustee Tatro seconded the regular minutes of the December 17, 2012 meeting be approved as read. The motion passed by unanimous voice vote with Trustee Podoba abstaining. Trustee Lauterbach moved and Trustee Tatro seconded the executive session minutes of the December 17, 2012 meeting be approved as read. The motion passed by unanimous voice vote with Trustee Podoba abstaining.

Audience to Visitors

Cindy Bennett, Circulation Clerk gave a presentation to the board highlighting card issuance and district boundaries. She exited the meeting at 7:17 p.m.

Correspondence

The board reviewed news articles, patron suggestions and a letter from the Chamber of Commerce regarding renewal.

Treasurer's Report

Trustee Lauterbach moved and Trustee Podoba seconded to approve disbursements in the amount of \$148,579.04 and the motion passed by unanimous roll call vote.

Director's Report

Director Hall noted the upcoming Annual Chamber Dinner January 29th; Trustees Broccolo, Loecke and Tatro will attend with Director Hall.

On February 19th the Chamber is hosting "Uncrappify Your Life," a humorous motivational seminar. Director Hall will attend with some staff. Trustee Tatro will also attend.

Director's Report (cont.)

The Community Expo and Home Show is March 16th from 9 a.m. to 2 p.m. at Lincoln-Way Central High School. Director Hall distributed a sign-up sheet so trustees could volunteer to man the booth in timeslots.

Study room usage continues to increase; we might need to look into finding additional space for more study rooms.

The number of materials we send out for inter-library loans has doubled over last year as we now have the largest circulation in our consortium.

E-book usage continues to grow as the collection increases.

Committee Reports

Personnel will meet February 25th at 10 a.m. to review the Personnel Policy.

Old Business

The board discussed board fundraisers and in particular mini golf. The biggest responsibility of the board with that event would be finding sponsors. Director Hall noted that the type of businesses that would be interested in sponsoring holes could be the various doctors in the new Silver Cross Pavilion. Jim Fessler suggested establishing "t" times and reservations for those times so people are not backed up waiting. The Florida company Director Hall has mentioned comes highly recommended by other libraries who have had the event. This event would target families with small children while the Spring Arts Festival targets an adult crowd. Trustee Loecke enthusiastically moved that the board run a mini golf fundraiser. Trustee Podoba seconded the motion and it passed by unanimous roll call vote. Director Hall will email more information and suggested October as a good month to have it. She also recommended trustees give some thought as to what the funds will go toward as we need this to market the event.

At 7:42 p.m. Trustee Loecke moved and Trustee Podoba seconded to enter into Executive Session pursuant to 5 ILCS 120/2: Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent.

At 7:58 p.m. Dr. Tatro moved to close the executive session. Mrs. Evans seconded the motion and it passed by unanimous roll call vote.

Trustee Evans exited the meeting at 8:00 p.m.

New Business

Trustee Podoba moved and Trustee Tatro seconded to send a letter to Sheree Kozel La Ha as presented. The motion passed by unanimous roll call vote.

New Business (cont.)

After some discussion Trustee Lauterbach moved and Trustee Tatro seconded to allow staff Emergency Procedures for Fire Alarms and Active Shooters in conjunction with the Police Department March 3, 2013 and the motion passed by unanimous roll call vote. This should not involve cost, but the Library will close that day.

The Library received a proposal from Ehlers Investment Partners regarding what they could do to help with the Library's investments and associated Policy Statements. Jim Fessler stated that he has a standard Investment Policy Statement that complies with state statutes. Director Hall notes that investing with IMET as CDs have come due has helped but that we could use more help spending the public's money, monitoring, etc. Jim Feller recommended contacting Jamie Rachlin at BMO Harris who advises many libraries. Trustee Tatro questioned how Ehlers would make any money themselves and more for the Library in this economy. Trustee Lauterbach believes this should go to the Finance Committee first. Trustee Lauterbach moved and Trustee Podoba seconded to table the matter and transfer it to the Finance Committee and the motion passed by unanimous roll call vote.

The board reviewed *Serving Our Public 2.0: Standards for Illinois Public Libraries*, Revised Edition Chapter 9, Programming. We currently only charge for computer program instruction, which we basically do to ensure people who signed up actually show up. We currently do not do much outreach beyond what we do with the schools, special ed and the Park District.

Director Hall gave a brief update on the Strategic Plan; hopefully we can begin surveying residents by the end of the month.

Adjournment

Trustee Podoba moved and Trustee Lauterbach seconded that the meeting be adjourned. The motion passed by unanimous voice vote and the meeting adjourned at 8:27 p.m.

Respectfully submitted,

Cindy Hostert, Recording Secretary

Colette Loecke, Secretary