



NEW LENOX PUBLIC LIBRARY DISTRICT BOARD MEETING January 19, 2015

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 19, 2015, at the New Lenox Library, 120 Veterans Parkway, New Lenox, Illinois

Present were Trustees: Louis Broccolo, Ann Podoba and Linda Evans, Michelle Monbrod, Ed Tatro, and Bonnie Ulstad

Absent: Trustee Colette Loecke, Tech Services Alex Vancina

Staff present: Rose Gilman, Co- Director, Dana Russell, Co- Director, Pam Anderson, Business Manager, and Cathy Weltsch, Recording Secretary.

Minutes

Trustee Tatro moved and Trustee Monbrod seconded that the minutes of the December 15, 2014 general and executive meetings be approved. Motion passed by a unanimous roll call vote.

Audience to Visitors

Matt Bruns, Auditor – Gave a brief summation of the audit. He agreed with all Financial Statements. Pam will file with the Auditor's office and Standards & Poors.

Correspondence

News articles regarding the various library programs that were offered during the Month of December were shared with the board.

Various SUGGESTIONS from the public

Treasurer's Report

Trustee Podoba moved and Trustee Ulstad seconded to approve disbursements for December 2014 in the amount of \$136,963.11 and motion passed by unanimous roll call vote.

Staff Reports

Digital Media Lab News

- December Registrations were 7 new patrons; 134 patron; 74 hours 40 minutes

IT News

None

Circulation Department News

- 6 patron accounts in collection paid in December
- Monies collected from Unique Management totaled \$569.90
- Returned materials valued at \$519.00
- The Circulation staff found visiting the neighboring libraries very interesting and will be implementing some procedures that will benefit the library.

Adult Services Department News

- The staff completed weeding the Adult non-fiction and began updating the collection.
- The fiction weeding will begin soon.

Youth Services Department News

- Dana conducted Bluestem booktalks at Haines School for all the 3rd grade classes. She will go back in January to do another presentation
- Dana attended a Scholastic Warehouse sale and purchased books for the Summer Reading Program.

Café News

- The Café plans on renewing their lease as long as there are no changes.
- Debbie would like more marketing of the Café on the website.
- The patrons are very happy with the Café.
- The trustees would like more notice when the hours are changed (vacation, summer hours, etc.)

Board Reports

None

Committee Reports

Personnel:

- The Personnel meeting will be held on Monday, Feb 2nd at 7:00 p.m. to plan how interviews will be conducted.
- Monday, Feb. 9th interviews will be conducted at 4:00 p.m. and 5:00 p.m. The trustees will break for dinner at 6:00 p.m. and return for the regular board meeting at 7:00 pm.
- Tuesday, Feb. 10th interviews will be conducted at 4:00 p.m. and 5:00 p.m.

Finance:

None

Building and Grounds:

- Replaced failed exterior lights in the parking lot
- Central Humidifier blower has been repaired

- Replaced Tempered Glass Section for the display cabinet in Children's Depart.
- Installed Ice Guards on roof sections above book Drop, Receiving Door and Ease roof sections of the building.
- Fabricated 175 shelf dividers for the DVD cabinets in Circulation

Policy:

None

Fundraising:

None

Old Business

None

New Business

A. REVIEW: Annual FY 2014 Audit (See Audience to Visitors)

B. REVIEW: Serving Our Public Chapter 9, Programming – Two areas are not in compliance, *** Provisions are made, as needed, to enable persons with disabilities to participate in the program.....** (There has not been a request for this, but if a patron or organization shows interest, the library would be able to accommodate the need.

and

*** The library provides outreach programs to targeted populations** (The library does not have staff to accommodate this service to the public at this time.)

C. REVIEW: Café Space (See Café News)

Executive Session

None

Trustee Comments

- Trustee Monbrod requested that the color graphs and statistical pages be eliminated. She didn't feel that these need to be printed in color for each trustee. Other trustees like the color graphs and would like to keep the pages. Rose will make the copies per the request of the trustees next month.

- Trustee Broccoli mentioned that on Friday, January 23rd the next Leadership Committee luncheon will be held at Little Joes. The board requested that Rose and Dana, co-directors, attend to meet and greet and share what the library is doing in the community. Trustee Broccoli will be attending. Trustee Tatro will not be attending.

Adjournment

Trustee Evans moved and Trustee Ulstad seconded that the meeting be adjourned at 7:37 p.m. p. m. Motion passed by unanimous roll call vote.

Colette Loecke, Secretary

Respectfully Submitted,
Cathy Weltsch
Recording Secretary