



NEW LENOX PUBLIC LIBRARY DISTRICT BOARD MEETING

February 11, 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, February 11, 2013, at the New Lenox Library, 120 Veterans Parkway, New Lenox, Illinois. Present were Trustees Janet Ballerini, Louis Broccolo, James Lauterbach, Ann Podoba, and Dr. Edward A. Tatro. Staff present: Kate Hall, Library Director; Pam Anderson, Business Manager; Cindy Hostert, Recording Secretary. Trustees Linda Evans and Colette Loecke were absent. Visitors: Bonnie Ulstad, Jim Allen, Mary Zekich, Gary Sugatt.

Minutes

Trustee Tatro moved and Trustee Lauterbach seconded that the regular and executive session minutes of the January 21, 2013 meeting be approved as read. The motion passed by unanimous voice vote.

Audience to Visitors

Bonnie Ulstad, Jim Allen, Mary Zekich and Gary Sugatt, trustee candidates, introduced themselves.

Jenn Hovanec entered the meeting and gave the board a presentation on Social Media highlighting Facebook, Twitter and blogs and how the library uses these resources to reach out to patrons. She also discussed programming and email resources. Jenn exited the meeting at 7:30 p.m.

Correspondence

The board reviewed newspaper articles and a thank-you note to Dana in Youth Services for a program she did with special needs kids.

Treasurer's Report

Trustee Lauterbach moved and seconded to approve disbursements in the amount of \$144,439.30 and the motion passed by unanimous roll call vote.

Committees

- Fundraising: Committee of the whole will meet February 21st at 7:00 p.m. Director Hall will send an email reminder. The committee will adopt a chair, set a date for the fundraiser and discuss the company we'll hire to run the golf event.
- Finance: Finance will meet February 25th.

- Building and Grounds: President Broccolo mentioned concrete will need to be replaced on the east entrance and suggested coils be installed.

Director's Report

Director Hall and President Broccolo met with Kurt and Tim of the New Lenox Village to discuss the road project next to the library. Director Hall gave a visual with a map. Construction shouldn't interfere with library access to patrons and should be completed by July 2014.

We've seen a dramatic increase in e-books.

Items sent out through interlibrary loan are still increasing. Colleen Waltman is on the administrative council to ensure our best interests. Director Hall went over the interlibrary loan processes.

New Business

Director Hall explained that as we have purchased Director and Officer's Insurance, we are no longer required to have the Treasurer's Bond per Illinois Law. D&O insurance is more comprehensive and covers everyone on the board as well as Pam Anderson and Director Hall in the event of any litigation. Only Trustee Ballerini is ensured on the Treasurer's Bond. In order to cancel the Treasurer's Bond, the board needs to move to release us from the bond. Trustee Lauterbach moved and Trustee Ballerini seconded to approve the release of Treasurer's Bond and the motion passed by unanimous roll call vote.

Director Hall explained that RAILS is closing their Shorewood office and needs a video conference site and would like New Lenox to become a video conference site. They have approximately nine meetings per month and meetings would mostly be held in the board room. Director Hall thinks it is a good idea because it will save us staff costs by eliminating their need to travel elsewhere for some meetings. Alex Vancina can handle the IT aspect and Donna Rinker can handle meeting scheduling. This involves a minor amount of equipment. The intergovernmental agreement is not completed; this is just a matter for discussion. Trustee Tatro would like to see an annual review of the set-up, perhaps with a 60-day termination window or other "out" if it turns out the situation doesn't work for us. Director Hall could request a stipend for staff time. Morris Library is also being considered but our location is better suited for the system. RAILS is funded by the State Library. We can discuss this further at the next meeting when we have more concrete info, but RAILS will be looking for an April 1, 2013 start date.

Director Hall touched on the Strategic Plan; we will be offering training for potential Adult Literacy Volunteers in February. Colleen is working with JJC to offer study rooms, materials, and other services to the Literacy Volunteers.

The board reviewed *Serving Our Public 2.0: Standards for Illinois Public Libraries*, Revised Edition Chapter 10, Marketing. We don't really have a marketing plan and we currently have

more pressing issues. We don't do any podcasting but few libraries do. We could use improvement in the area of Marketing.

Adjournment

Trustee Tatro moved and Trustee Ballerini seconded that the meeting be adjourned. The motion passed by unanimous voice vote and the meeting adjourned at 8:08 p.m.

Respectfully submitted,

Cindy Hostert, Recording Secretary

Colette Loecke, Secretary