



NEW LENOX PUBLIC LIBRARY DISTRICT BOARD MEETING

February 10, 2014

The regular meeting of the New Lenox Public Library District Board of Trustees was called to order at 7:02 p.m., by President Broccolo on Monday, February 10, 2014, at the New Lenox Library, 120 Veterans Parkway, New Lenox, Illinois.

Present were Trustees: Lou Broccolo, Colette Loecke, Michelle Monbrod, Linda Evans, and Bonnie Ulstad. Trustees: Ann Podoba and Dr. Ed Tatro were absent. Staff present: Kate Hall, Library Director; Pam Anderson, Business Manager, Alex Vancina, IT Manager, and Donna Rinker, Recording Secretary. Visitors Present: Mark and Debbie Vejvoda.

Minutes

Trustee Evans moved and Trustee Loecke seconded that the minutes of the January 20, 2014 meeting be approved as read. The motion passed by unanimous voice vote.

Audience to Visitors

Caitlin Loizon, YS Reference Assistant, spoke to the Board about the Science Club, and did a presentation on some of the experiments the club has done. Caitlin exited the meeting at 7:16 p.m.

Mark and Debbie Vejvoda were in the audience and Trustee Broccolo asked if there was anything they would like to add regarding the café. Debbie said that she had spoken to the manager at the Joliet Library Book & Bean Café. The manager gave her some pointers and offered her assistance, should they get the café and want her input.

At 7:22 p.m., Trustee Monbrod moved and Trustee Evans seconded to enter into Executive Session pursuant to 5ILCS 120/2: the setting of a price for sale or lease of property owned by the public body; Motion moved by unanimous roll call vote.

At 7:39 p.m., Trustee Evans moved and Trustee Broccolo seconded that we close Executive Session and open general session.

Correspondence

The board reviewed newspaper articles and discussed some of the suggestions and comments.

Treasurer's Report

Trustee Loecke moved and Trustee Ulstad seconded to approve disbursements in the amount of \$143,385.00 and the motion passed by unanimous roll call vote.

Director's Report

The Chamber Expo will be held on Saturday, March 15, from 9 a.m. - 2 p.m. Director Hall asked that the Trustees let her know if they were interested in attending. Trustee Ulstad said that she would like to sign up for the 9 a.m. to 11 a.m. time slot. Director Hall and Business Manager, Pam Anderson will be there from 9 a.m. to 1 p.m. Trustees Broccolo and Evans said that they can be there from 12 p.m. to 1 p.m., and Trustee Loecke said that she can fill in where needed. Director Hall will email Trustee Podoba and Trustee Tatro about the expo.

The Food for Fines is this week, February 10th through the 15th. This year we will be tracking fines waived, counting the number of items received, etc. Earlier this year, the Board voted to change it to twice a year for one week each instead of once a year for two weeks.

The Circulation Department added bins for TV series DVD's behind the Circ. Desks and the trustees were invited to look at the new arrangement.

Board Reports

Digital Media:

Trustee Broccolo asked how we know if there is a groundswell for this sort of thing. Director Hall was basing it on what other libraries are doing, what patrons are asking for, and what she has been getting from the business community. Director Hall said they are still working on the details and will update the board as they move through the process.

Intergovernmental Meeting:

Trustee Broccolo said that a lot of people don't show up for the meetings. Trustee Broccolo expects many of the candidates who are running in this election to show up at the next meeting. He also mentioned that the Fire Department and the Park District will have referendums coming up with this election.

Committee Reports

Personnel: Will meet on Wednesday, March 5, 2014, at 3:30 p.m. for the annual personnel policy review.

Finance: Did not meet.

Building and Grounds:

1. **ACTION:** Approve Outdoor Signage Recommendation

Trustee Evans moved and Trustee Loecke seconded the purchase of an outdoor sign, in the amount of \$6,162 from Signs Now Mokena.

The signage was approved by unanimous roll call vote.

Policy: Did not meet.

Old Business

A. Review: Strategic Plan Action Items FY 2012/2013

Director Hall said that the technology assessments are almost done. Our IT Manager, Alex, and Director Hall will be going over the assessments, and mark everything to see where training is needed.

Director Hall said that the staff has been very open to the assessments, and very proactive. Director Hall stated that we haven't found anything out yet on the Back to Books Grant.

New Business

Review:

A. REVIEW: Serving Our Public Chapter 10, Marketing

The board felt that we were doing very well with marketing the library's services. We do not have an official marketing plan. It's on the list of things to do. But we do need a designated staff member to handle this. There hasn't been money in the budget for it as yet.

B. ACTION: Approve Water Heater Replacement Cost from Building and Grounds

Trustee Evans moved and Trustee Loecke seconded paying for the replacement hot water heater and associated repairs from the Building and Ground Reserve Fund in the amount of \$5,910. Motion passed by unanimous roll call vote.

C. ACTION: Café Space:

Trustee Evans moved and Trustee Monbrod seconded to approve the license agreement for Debbie and Mark Vejvoda for the Just 4 U Café. Trustees Broccolo, Evans, Monbrod, and Ulstad voted yes. Trustee Loecke voted no. The motion passed by a vote of four to one.

Trustee Comments

Trustee Evans asked if everyone agreed that if the café doesn't work out this time, they will not try to do a café again, but will possibly try one of the suggestions that the public presented in the café space survey. Trustee Broccolo said that he would not agree at this time. The Trustees did have concerns about the café. Director Hall said that should this café fail, we don't have to do vending machines. We could consider another option.

Adjournment

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

Respectfully submitted,
Donna Rinker, Recording Secretary

Colette Loecke, Secretary

