



NEW LENOX PUBLIC LIBRARY DISTRICT BOARD MEETING

April 21, 2014

The regular meeting of the New Lenox Public Library District Board of Trustees was called to order at 7:01 p.m., by President Broccolo on Monday, April 21, 2014, at the New Lenox Library, 120 Veterans Parkway, New Lenox, Illinois.

Present were Trustees: Lou Broccolo, Michelle Monbrod, Linda Evans, Ann Podoba, and Ed Tatro. Trustees Loecke and Ulstad were absent.

Staff present: Kate Hall, Library Director; Pam Anderson, Business Manager, Alex Vancina, IT Manager, and Donna Rinker, Recording Secretary.

Visitors Present: Tanya Van Ham, Youth Services Assistant
Nancy Jensen, Bookworm Cafe

Minutes

Trustee Podoba moved and Trustee Evans seconded that the minutes of the March 17, 2014 meeting be approved as read. The motion passed by unanimous voice vote.

Audience to Visitors

Tanya Van Ham, Youth Services Assistant, spoke to the Board about the Lego Club. Tanya exited the meeting at 7:10 p.m.

At 7:16 p.m., Trustee Podoba moved and Trustee Monbrod seconded to enter into Executive Session pursuant to 5 ILCS 120/2: the setting of a price for sale or lease of property owned by the public body; the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

At 7:33pm p.m., Trustee Evans moved to close the executive session and return to the regular meeting. Trustee Podoba seconded the motion and it passed by unanimous roll call vote.

ACTION: Café Security Deposit

Trustee Podoba moved and Trustee Evans seconded to return the security deposit, in the amount of \$850 to Nancy Jensen of the Bookworm Café. The motion passed by unanimous roll call vote.

Correspondence

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

Director Hall received a thank you from the Manhattan Library for our old computers. She also received a thank you from Bare Necessities, a pediatric cancer foundation, for money they received from our Winter Reading Club.

The Director also commented on a new Digital Media Lab flyer that was made by the new Digital Media assistant.

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Treasurer's Report

Trustee Podoba moved and Trustee Evans seconded to approve disbursements in the amount of \$127,017.05 and the motion passed by unanimous roll call vote.

Director's Report

Director Hall reminded everyone that they should have received their Statements of Economic Interest and sent them back.

The Annual ATLAS Trustee Workshop will be held here at the library on Saturday, May 3, at 9:00 a.m.. The workshop will be titled: Thank You for Your Comments. Trustees Tatro & Broccolo will try to attend.

Director Hall handed out the green library bags for the trustees to hand out to those who purchase tickets to the SAF.

The Loyalty Day Parade is Sunday, May 4. Trustees Tatro and Broccolo have offered to drive their cars. Trustee Evans and Trustee Monbrod will participate in the parade.

The SpringIn-Service Day will be held for staff on Friday, May 16. Director Hall said that they will be doing a lot with the Digital Media Lab and will also be walking over to Trinity Services. They will discuss working with people with disabilities.

Director Hall announced Donna Rinker's upcoming retirement. Director Hall will do the minutes until someone new is hired. The administrative assistant position will now become a part-time position and a part-time marketing person will also be hired.

Director Hall received a FOIA request from a current staff member.

Board Reports

Trustee Broccolo and Trustee Tatro attended the Intergovernmental meeting. Trustee Broccolo stated that nothing significant is happening in the community.

Next meeting will be Friday, April 25, at Little Joe's Restaurant.

Committee Reports

Personnel: Did not meet.

Finance:

1. ACTION: Set Date for Budget Review Meeting:

Director Hall asked the committee if the week of May 12th would work. She said she would email Trustees Ulstad and Loecke to see what dates that week will work for them.

Building and Grounds: Did not meet.

Policy:

1. ACTION: Approve recommended changes to General Policy:

Trustee Podoba moved that the board accept the motion of the Policy Committee to make the changes to the General Policy. The motion passed by a unanimous voice vote.

Old Business

- A. Review: Strategic Plan Action Items FY 2013/2014

Director Hall said that the Staffing Analysis is not yet finished due to ongoing issues that have taken precedence.

New Business

A. REVIEW: Serving Our Public 3.0 Chapter 12, Safety

Director Hall said that they will discuss items to be salvaged in the event of fire or water damage, etc.

She said that Alex, Dominic and Pam have just updated the Disaster Plan.

B. ACTION: Approve Closing Early for Triple Play Concert Dates

Director Hall said that the Village has asked that the Library close at 2 p.m., so that they can get ready for the concerts. Trustee Evans made a motion to approve closing early and Trustee Tatro seconded it. Motion passed by unanimous voice vote.

C. ACTION: Approve Café' Signage

Debbie & Mark would like the neon sign for their window and two sandwich boards for the lobby which will be put out and put away each day.

Trustee Evans made a motion and Trustee Tatro seconded to approve the signage. Motion passed by unanimous voice vote.

D. ACTION: Approve Naming Rights for Digital Media Lab

Trustee Padoba motioned and Trustee Tatro seconded that this action be tabled until next month's meeting.

No Trustee Comments.

Adjournment

Trustee Tatro moved and Trustee Evans seconded that the meeting be adjourned. The motion passed by unanimous voice vote and the meeting adjourned at 8:38 p.m.

Colette Loecke, Secretary

Respectfully Submitted,

Donna Rinker
Recording Secretary