



NEW LENOX PUBLIC LIBRARY DISTRICT BOARD MEETING

May 20, 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, May 20, 2013, at the New Lenox Library, 120 Veterans Parkway, New Lenox, Illinois. Present were Trustees Janet Ballerini, 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 Hostert, Recording Secretary; new trustees Michelle Monbrod and Bonnie Ulstad.

New Trustees

Trustee Broccolo appointed Trustee Tatro President Pro Tem. President Tatro asked Trustee Loecke to swear in the newly elected board members, Trustees Broccolo, Monbrod and Ulstad and the new trustees recited their oath of office. Trustees Ballerini and Lauterbach exited the meeting at 7:05 p.m.

Minutes

Trustee Tatro moved and Trustee Evans seconded that the minutes of the April 15, 2013 meeting be approved as read. The motion passed by unanimous voice vote.

Officer Election

Trustee Loecke nominated Trustee Podoba as Treasurer. Trustee Broccolo seconded the motion. Trustee Broccolo nominated Trustee Evans as Treasurer. Trustee Ulstad seconded the motion. Trustee Podoba was elected Treasurer by majority voice vote.

Trustee Podoba nominated Trustee Loecke as Secretary. Trustee Broccolo seconded the motion. Trustee Loecke was elected Secretary by majority voice vote.

Trustee Broccolo nominated Trustee Tatro as Vice President. Trustee Evans seconded the motion. Trustee Tatro was elected Vice President by majority voice vote.

Trustee Evans nominated Trustee Broccolo as President. Trustee Monbrod seconded the motion. Trustee Broccolo was elected President by majority voice vote.

Audience to Visitors

Cari Shelton addressed the board regarding statistical reports she compiles for the board meetings. She exited the meeting at 7:23 p.m.

Treasurer's Report

Trustee Evans moved and Trustee Podoba seconded to approve disbursements in the amount of \$105,096.31 and the motion passed by unanimous roll call vote.

Correspondence

The board received a thank-you from the Treasure Chest for the toy donation via the winter reading program. The board also reviewed a patron suggestion and various news articles.

Director's Report

Director Hall reminded the board about the Atlas Trustee Workshop, "Roll of the Board vs. Roll of the Director" to be held at the Orland Park Public Library June 8th. Trustees Tatro and Podoba will attend.

The State of the Community Village presentation will take place June 11th. Trustees Tatro, Evans, Ulstad and Broccolo will attend.

Director Hall would like to combine the new trustee orientation with a full board workshop to discuss the history of the library and go over the strategic plan. Trustee Broccolo would like the library history, as shown on the website, to be updated. The meeting will be June 10, 2013 from 6:00 p.m. for new trustees and from 7:00 p.m. for the remaining trustees. Director Hall distributed Board of Trustees binders containing contact info, general info, budget, policy etc. and Alex Vancina has put the information on a website so the info is also online.

The gutter work is nearly done; we are keeping the customary 10% retainer until it is complete.

Director Hall led a discussion on statistics. Switching catalog systems has affected statistics. Director Hall reviewed charts and graphs in detail. Computer usage is down, but the stats do not include wifi usage, which it will in future.

Director Hall touched on the strategic plan.

Committees

President Broccolo appointed committees as follows:

Personnel - Trustees Evans, Tatro, Monbrod and Loecke

Finance - Trustees Podoba, Evans, Ulstad and Tatro. Finance Committee meeting date is set for Friday, June 7, 2013 at 3:00 p.m. to discuss budget.

Building and Grounds - Trustees Broccolo, Loecke and Podoba

Fundraising - Committee of the whole. After some discussion Trustee Evans moved and Trustee Tatro seconded to accept the Fun Ones bid of \$1,305.00 for the Mini Golf event and the motion passed by unanimous roll call vote.

New Business

Trustee Loecke moved and Trustee Monbrod seconded to set the board meeting dates for the fiscal year as outlined and the motion passed by unanimous roll call vote. Dates are as follows:

Monday, July 15, 2013
Monday, August 19, 2013
Monday, September 16, 2013
Monday, October 21, 2013
Monday, November 18, 2013
Monday, December 16, 2013
Monday, January 20, 2014
Monday, February 10, 2014 - One week early due to President's Day
Monday, March 17, 2014
Monday, April 21, 2014
Monday, May 19, 2014
Monday, June 23, 2014

The board reviewed *Serving Our Public 2.0: Standards for Illinois Public Libraries*, Revised Edition Chapter 1, Core Standards.

Trustee Podoba moved and Trustee Loecke seconded to set the non-resident bi-annual fee at \$110.00 and the annual fee at \$220.00 and the motion passed by unanimous roll call vote.

After some discussion Trustee Loecke moved and Trustee Evans seconded to keep the sealed minutes sealed and the motion passed by unanimous roll call vote.

Health Insurance premium have increased 7.31 percent. We have money in the budget for this but have three options. We can pay the entire increase, make the employees pay the increase, or split the difference with employees. Trustee Evans moved and Trustee Monbrod seconded that the Library pick up the entire increase and the motion passed by unanimous roll call vote.

At their meeting on April 17, 2013, the PrairieCat Delegates Assembly approved an amended version of the intergovernmental agreement (IGA), the contract that PrairieCat libraries have with one another to share an integrated library system. The main reason for this new IGA is to add the new third level of membership, Basic Online membership. While this change was being made, other language in the agreement was cleaned up or revised to reflect current policies and practices. Approval of a new intergovernmental agreement now necessitates that all PrairieCat libraries (Fully Participating, Basic Online and Union Listing) have to officially approve the new agreement and return a newly executed agreement to PrairieCat. Trustee Tatro moved and Trustee Evans seconded to adopt resolution 05-13, SECOND AMENDED INTERGOVERNMENTAL AGREEMENT ESTABLISHING PRAIRIECAT AND AUTHORIZING MEMBERSHIP IN PRAIRIECAT as FULLY PARTICIPATING and the motion passed by unanimous roll call vote.

The Bookwork Café has requested to be open additional dates as long as the rest of the library is locked up. We will need the air conditioning system to remain on for this extra time. Trustee

New Business (cont.)

Podoba moved and Trustee Loecke seconded allow for this on a trial basis and the motion passed by unanimous roll call vote. The dates are as follows: Wed, June 5, Sun, June 9, Wed, June 12, Sun, June 16, Wed, June 19, Wed, June 26, Wed, July 3, Thurs, July 4, Sun, July 7 and Wed, July 10.

Trustee Comments

Trustee Evans welcomed the new trustees!

Adjournment

Trustee Monbrod moved and Trustee Ulstad seconded that the meeting be adjourned. The motion passed by unanimous voice vote and the meeting adjourned at 9:01 p.m.

Respectfully submitted,

Cindy Hostert, Recording Secretary

Colette Loecke, Secretary