

**PLANO COMMUNITY LIBRARY DISTRICT
FEBRUARY 16, 2017 REGULAR BOARD MEETING
HELD IN THE DIANA HASTINGS BOARD ROOM
OF THE PLANO COMMUNITY LIBRARY**

President Tom Karpus called the meeting to order at 7:01 p.m. Present were Trustees Ceil Carey, Gayle Severson, and Jane Voss. Library Director Deanna Howard was also present. Absent were Trustees Adrian Frost, Zoila Gomez, and Kevin Tierney.

MINUTES

Trustee Carey moved that the minutes of the January 19, 2017 Regular Board Meeting be approved as submitted. Motion carried, 4-0. Ayes-4, Nays-0, Absent-3.

Trustee Severson moved that the minutes of the January 19, 2017 Finance Committee Meeting be approved as submitted. Motion carried, 4-0. Ayes-4, Nays-0, Absent-3.

CITIZENS TO BE HEARD

None.

CORRESPONDENCE

None.

FINANCIAL REPORT

Receipts for January 2017 totaled \$7,147. Of that amount \$5,501 was from replacement taxes, and \$989 was from fines. Total expenses were \$42,286. Trustee Voss moved the January 2017 Financial Statements be approved. Motion carried, 4-0. Ayes-4, Nays-0, Absent-3.

BILLS

Bills for February 2017 totaled \$17,954. Of that amount, \$11,247 was paid from the Operating Fund, \$5,017 from the Building and Maintenance Fund and \$1,564 from the Donation Fund. Expenses for the month included \$3,122 to Trico Mechanical for the new boiler transducer and installation, as well as quarterly service on filters and belts. Other major expenses included \$4,845 to Constellation for electric, \$1,046 to Nicor for heating, and \$1,168 to Call One for phone service.

Trustee Severson asked why ceiling tiles had been replaced and was informed this was done when the tiles became stained. Trustee Karpus asked about the bill for 4 Seasons. Director Howard explained this was for salting of the sidewalks after ice. Trustee Carey made the motion to approve payment of the February 2017 bills. Motion carried, 4-0. Ayes-4, Nays-0, Absent-3.

DIRECTOR'S REPORT

Winter break programs had good attendance: 30 at the kids' movie and 36 at the Maker Lab program. The New Life for Old Bags continues to have good attendance, with 22 at the January meeting.

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Director Howard reported that after twelve years in the building the staff is doing some much needed shifting, weeding, and adjusting for the collection sizes. The Director appeared on WSPY radio with three other area librarians to promote library programs. Plans are underway for Summer Reading. The 2017 theme is "Build a Better World", using construction, designs, etc.

Building and Grounds: The annual inspection of the burglar alarm system was completed and went well.

Finance: The revised operating budget will be presented for approval tonight.

Personnel and Policy: None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Approve FY 2016-2017 Revised Operating Budget: The Finance Committee met in January to approve revisions to the operating budget. The budget has been adjusted to reflect actual year-to-date revenues and expenses. Details of the changes were noted in the Finance Committee meeting minutes, and are relatively minor in nature. Trustee Voss made the motion to approve the FY 2016-2017 Revised Operating Budget. Motion carried, 4-0. Ayes-4, Nays-0, Absent-3.

Statement of Economic Interest: Director Howard noted that trustees should soon receive the Statement of Economic Interest forms from the Kendall County Clerk's office. These forms need to be completed and submitted before May 1.

OTHER

Director Howard asked Trustee Karpus if there was any update on the City's purchase of the property at 9 N. Hugh Street. Trustee Karpus indicated there was nothing new to report.

There was a short discussion concerning the Lake County Coroner's petitions for his office.

ADJOURNMENT

Being no further business, the meeting was adjourned at 7:15 p.m.

Respectfully submitted,
Ceil Carey

Approved as submitted, 3/16/17

Ceil Carey