

**MAY 18, 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 7:00 p.m. Present were Trustees Ceil Carey, Adrian Frost, Gayle Severson, Kevin Tierney and Jane Voss. Library Director Deanna Howard was also present. Trustee Zoila Gomez was absent.

TRUSTEES' OATH OF OFFICE

Trustees Carey and Voss took the oath of office with a Notary Public before the meeting.

ELECTION OF OFFICERS

The slate of officers was presented as:

Jane Voss-President

Tom Karpus-Vice-President

Ceil Carey-Secretary

Zoila Gomez-Treasurer

Trustee Carey moved that the slate of officers be approved. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

At this point in the meeting the new President, Trustee Voss began to conduct the meeting.

MINUTES

Trustee Carey moved that the minutes of the April 20, 2017 Regular Board Meeting be approved as submitted. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

Trustee Karpus moved that the minutes of the May 9, 2017 Nominating Committee Meeting be approved as submitted. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

CITIZENS TO BE HEARD

None.

CORRESPONDENCE

Certificate of Election Results: The certificate of election results from the Kendall County Clerk was included and reviewed by the Board.

FINANCIAL REPORT

In the absence of Trustee Gomez, Director Howard presented the financial report. Receipts for April 2017 totaled \$10,535. Of that amount \$9,001 was from replacement taxes and \$1,041 from fines. Total expenses for April were \$49,786. There are two months remaining in our fiscal year. In response to our auditor's request, the financial statements for each month of the current fiscal year have been revised to more accurately reflect the library's E-Pay credit card payment accounts and fines income. Trustee Karpus moved that the financial report be accepted as submitted. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

**MAY 18, 2017 REGULAR BOARD MEETING
HELD IN THE DIANA HASTINGS BOARD ROOM
OF THE PLANO COMMUNITY LIBRARY**

BILLS

Bills for May 2017 totaled \$35,967. Of that amount, \$34,030 was paid from the Operating Fund and \$1,832 from the Building and Maintenance Fund. Major expenses for the month included \$11,710 to Cincinnati Insurance for building and contents and \$1,420 for worker's compensation insurance. Also \$4,500 to Zabel & Associates for the audit, \$4,700 to Constellation for electric and \$2,428 to ProQuest for the genealogy databases. Trustee Tierney moved that the bills be approved for payment. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

DIRECTOR'S REPORT

The Summer Newsletter has arrived in homes and there is a lot of excitement about the summer programs. Some of the offerings are: A program on the Farnsworth House for adults, kids' yoga storytime, yoga for teens, Messy Munchkins, Music & Movement, just to mention a few. Summer Reading begins June 1st. The Friends of the Library earned over \$800 at their April Book Sale. At the May meeting, they voted to give the library \$3,000 to support programming. The free summer lunch program will be held again this summer and Trustee Carey, Trustee Voss and the Director will all be involved.

COMMITTEE REPORTS

Building and Grounds: None.

Finance: The numbers from the county on tax receipts have been received so a budget meeting will be called soon.

Personnel and Policy: There was no need to enter a closed session for the Director's evaluation. The Personnel and Policy Committee met before the regular board meeting and the Director received a well-deserved glowing report with a 3% raise being recommended by the committee. The raise will be voted on at the June meeting.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Approve Resolution 2017-01: Resolution to Adopt Non-Resident Library Card Fee: The non-resident fee is based on a formula provided by the Illinois State Library, and is an average of what taxpayers in the district pay in annual taxes. Based on this year's figures the fee should increase to \$265 per year. Trustee Karpus moved that we approve Resolution 2017-01. In a vocal roll call, motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

Approve Revisions to the Rules of Behavior Policy: Director Howard proposed two changes to the policy. The first modifies the "no smoking" policy to include electronic smoking devices such as e-cigarettes and vaporizers. The second removes the restriction that patrons can eat in the

**MAY 18, 2017 REGULAR BOARD MEETING
HELD IN THE DIANA HASTINGS BOARD ROOM
OF THE PLANO COMMUNITY LIBRARY**

vending area only. Trustee Carey moved that these changes be approved. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

Approve Revisions to the Policy regarding Posting & Distributing Materials on Library Property: Minor revisions were made to this policy. Trustee Severson moved that these revisions be approved. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

Review Contact List: Each board member is to review their contact information and inform the Director if any changes or corrections need to be made.

OTHER

Library Superfest Booth: Superfest will be August 18, 19 and 20. Trustee Carey will organize the library booth. Trustee Tierney's tent will be used and Trustee Karpus will help to set it up. There is also the possibility that Trustee Tierney's dog will make an appearance. The registration form was already sent in to Niki Diaz and we will have the booth at no charge. The Friends have offered to help again as volunteers.

ADJOURNMENT

Being no further business, the meeting was adjourned at 7:22 p.m.

Respectfully submitted,
Ceil Carey

Approved as submitted, 6/15/17

Ceil Carey