

**PLANO COMMUNITY LIBRARY DISTRICT  
AUGUST 17, 2017 REGULAR BOARD MEETING  
HELD IN THE DIANA HASTINGS BOARD ROOM  
OF THE PLANO COMMUNITY LIBRARY**

President Jane Voss called the meeting to order at 7:03 p.m. Present were Trustees Ceil Carey, Zoila Gomez, Tom Karpus and Kevin Tierney. Library Director Deanna Howard was also present. Absent were Trustees Adrian Frost and Gayle Severson.

**MINUTES**

Trustee Gomez moved that the minutes of the July 20, 2017 Regular Board Meeting be approved as corrected. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

Trustee Tierney moved that the minutes of the July 20, 2017 Secretary's Audit Committee Meeting be approved as submitted. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

**CITIZENS TO BE HEARD**

None.

**CORRESPONDENCE**

None.

**FINANCIAL REPORT**

Receipts for July 2017 totaled \$332,520. Of that amount \$324,723 was from property taxes. Total expenses were \$34,249. Trustee Karpus moved that the July 2017 financial statements be accepted as submitted. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

**BILLS**

Bills for August 17, 2017 totaled \$17,459. Of that amount, \$13,213 was paid from the Operating Fund and \$4,096 from the Building and Maintenance Fund. Major expenses for the month included \$1,756 to Nicor for heating, \$5,000 to Tech Pro Logic for IT Services, \$1,467 to A Corporate Printing for the newsletter, and \$2,191 to Trico for the condenser fan replacement. Trustee Carey moved that the bills be approved for payment. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

Trustee Gomez asked about Tech Pro Logic. Director Howard explained that Tech Pro Logic is the new IT company we will be working with. There may be a few bills yet from Sikich as we transition between the companies.

**DIRECTOR'S REPORT**

Summer Reading is over for another year with registration being down somewhat but completion rates about the same. July programs had good attendance. The free community summer lunch program has also been completed and went well. The Director as well as Trustees Voss and Carey, and Jane's neighbor, Liz, represented the library by serving free lunches one day each week.

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The Library newsletter arrived in homes this week and Deanna highlighted some of the upcoming programs. The library will have a booth at Smallville Superfest coming up on the weekend of August 19<sup>th</sup> and 20<sup>th</sup>. This will be manned by board members, Friends, and other volunteers.

Building and Grounds: There will be a committee meeting tonight after the regular board meeting.

Finance: None.

Personnel and Policy: None.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

Adopt Ordinance 2017-03: Budget and Appropriations Ordinance: Trustee Karpus moved that the board adopt Ordinance 2017-03: Budget and Appropriations Ordinance. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

Approve the Chief Fiscal Officer's Estimate of Revenues by Source: Trustee Gomez moved that the board approve the Chief Fiscal Officer's Estimate of Revenues by Source. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

Discuss/Approve Request for Reinstatement of Library Privileges: Director Howard provided information about a patron whose library privileges have been revoked since 2010. Mr. McElroy has expressed an interest in having his privileges reinstated. Deanna has informed him of the process and he may be attending a future meeting to make this request.

Approve Revisions to Rules of Behavior Policy: Director Howard suggested some changes to the policy. After some discussion the board removed the *written* option for patrons to appeal any restriction/revocation or to request reinstatement of privileges. Such requests may now only be made *in person* to the Board of Trustees. Trustee Karpus made the motion to approve these revisions. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2.

Accept the Illinois Public Library Annual Report: The board had a copy of the annual report prepared by Director Howard. The report collects informational, financial, and statistical data about the library for the past year. There were new questions relating to library services for persons with autism. Director Howard answered some questions regarding how the data appears in the report. Trustee Carey moved that the board accept the Illinois Public Library

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Annual Report. Motion carried, 5-0. Ayes-5, Nays-0, Absent-2. President Voss and Secretary Carey will provide electronic signatures after the board meeting.

**OTHER**

Trustee Karpus commented that that city parking lot at the corner of West and North has been completed. He will check on signage and lighting. The Director indicated the library had a bench that could be used at the lot.

**ADJOURNMENT**

Being no further business, the meeting was adjourned at 7:34 p.m.

Respectfully submitted,  
Ceil Carey

*Approved as submitted, 9/21/17*

*Ceil Carey*