

**PLANO COMMUNITY LIBRARY DISTRICT
APRIL 18, 2019 REGULAR BOARD MEETING
HELD IN THE DIANA HASTINGS BOARD ROOM
OF THE PLANO COMMUNITY LIBRARY**

President Jane Voss called the meeting to order at 7:00 p.m. Present were Trustees Adrian Frost, Zoila Gomez, and Tom Karpus. Library Director Deanna Howard was also present. Trustee Natalie Kollmann arrive at 7:01 p.m. Trustee Gayle Severson arrived at 7:02 p.m. Trustee Ceil Carey was absent.

APPOINT SECRETARY PRO TEMPORE

President Voss appointed Trustee Frost as the Secretary Pro Tempore. Director Howard took the minutes.

MINUTES

Approve March 21, 2019 Regular Board Meeting Minutes: Trustee Frost moved that the minutes of the March 21, 2019 Regular Board Meeting be approved as submitted. Motion carried, 4-0. Ayes-4, Nays-0, Absent-3.

Approve March 21, 2019 Fundraising Committee Meeting Minutes: Trustee Kollmann moved that the minutes of the March 21, 2019 Fundraising Committee Meeting be approved as submitted. Motion carried, 5-0. Ayes-5, Nays-0, Absent-1.

CITIZENS TO BE HEARD

None.

CORRESPONDENCE

None.

FINANCIAL REPORT

Approve March 2019 Financial Statements: Trustee Gomez reported that receipts for March 2019 totaled \$4,183. Of that amount \$1,539 was from Replacement Taxes and \$1,050 was from Transition Fees. Total expenses were \$37,608. We just finished the 3rd quarter of our fiscal year. We have received 97.81% of our revenues and our total expenses are at 66.49%. We are in line with our budget. Trustee Karpus moved the March 2019 financial statements be approved as submitted. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

Approve April 18, 2019 Bills: Trustee Gomez asked Director Howard about two payments to First Insurance Group for surety bonds. Deanna will check to make sure this was not a double payment. Bills for April 18, 2019 totaled \$33,407. Of that amount, \$24,574 was paid from the Operating Fund and \$4,273 from the Building and Maintenance Fund. Major expenses for the month were \$1,581 to Baker & Taylor for books, \$4,819 to Dynegy for electric, \$2,611 to Proquest for genealogy databases, \$3,546 to PrairieCat for automation, and two payments of \$2,622 to First Insurance Group. Trustee Karpus moved the April 18, 2019 bills be approved. Motion carried, 6-0. Ayes-6, Nays-0, Absent-1.

**PLANO COMMUNITY LIBRARY DISTRICT
APRIL 18, 2019 REGULAR BOARD MEETING
HELD IN THE DIANA HASTINGS BOARD ROOM
OF THE PLANO COMMUNITY LIBRARY**

DIRECTOR'S REPORT

We had great attendance (60) at the local children's Mexican dance group performance. We also had good attendance at the Family Movie Night. We also had good attendance at our popular Messy Munchkins program. In addition to the regular kids' programs in March we had a Head Start class from Yorkville come for a library visit.

Summer programs have been finalized and the newsletter is being prepared. Summer Reading posters have been taken to the schools. Flyers will also be sent home with all students at the end of the school year. Deanna appeared on WSPY radio this month to promote library programs. The Friends of the Library book sale raised almost \$1,300. Fire alarm and elevator inspections were conducted in April.

COMMITTEE REPORTS

Building and Grounds: None.

Finance: Will meet after we receive our levy figures from the County.

Personnel and Policy: Trustee Voss would like the Personnel & Policy Committee to meet on May 23 to conduct the Director's annual evaluation.

Fundraising: Tea entertainment has been secured for 2019, 2020, and 2021.

UNFINISHED BUSINESS

Statement of Economic Interest due May 1: Deanna reported that all statements have been filed.

Attorney's Opinion on Potential Incompatibility of Officers: It is the opinion of the library's attorney that the offices of Library District Trustee and City Treasurer are compatible.

Request for Proposals-Design/Bid Roof Repairs: The RFP went out and was included for the board's information. Deanna reported that several contractors have called or been on site. RFPs are due May 10.

NEW BUSINESS

President Appoints Nominating Committee: President Voss appointed Trustees Frost, Gomez, and Kollmann to serve on the nominating committee. The committee meeting will be held on May 2 at 7:00 p.m. The slate will be voted on at the May 23 board meeting.

Illinois Minimum Wage Increase: Director Howard presented information about the Illinois Minimum Wage increase. The library's salary scale will need to be reviewed, and a plan put in place so that hourly wages reflect years of service. Deanna will be working on this.

PLANO COMMUNITY LIBRARY DISTRICT
APRIL 18, 2019 REGULAR BOARD MEETING
HELD IN THE DIANA HASTINGS BOARD ROOM
OF THE PLANO COMMUNITY LIBRARY

OTHER

May Board Meeting rescheduled to May 23 in Kids' Program Room: Board members were reminded about the change in the May meeting date.

Monarch Foundry Site: Trustee Karpus announced the City will hold a public meeting to discuss the redevelopment of the former Monarch Foundry Site on May 15 at 7 p.m.

ADJOURNMENT

Being no further business, the meeting was adjourned at 7:25 p.m.

Respectfully submitted,
Deanna Howard

Approved as submitted, 5/23/19

Adrian X. Frost