

Peotone Public Library District
Regular Library Board Meeting Minutes
Date: May 19, 2015

Call to order: At 6:31pm by S. Gall, Library Board President.

Pledge of Allegiance to American Flag: Recited.

Roll Call: Taken by S. Gall, Library Board President. M. Baker, S. Gall, K. LeClaire, J. Mills, D. Stacy ~~late~~ M.Cann, A. Manning-Nagel (late).

Others present: N. Bormet - Library Board President, Ruth Welzen -Bookkeeper, Katelyn Bloom- Youth Services Manager.

Public Forum: None Attending.

Minutes of April 21, 2015: Corrections: Additions: Sp.: Comma added. Replaced Coma.
Director's Report: Sp.: "areas", Stephens, Under New Business: eliminate Atlas Workshop May 16. Motion to approve as corrected; M. Cann, seconded by J. Mills. All in favor, none opposed, motion carried.

Bills from May 1- May11, 2015: Discussion: Werner's Landscape- \$2,863.33 defined as 2/3 bill. Motion to approve payment of bills by D. Stacy, seconded by M.Cann. All in favor, none opposed. Filed for audit.

Financial report: Ruth Welzen states no input or action, no comments. D. Stacy asked for clarifying accounts: General funds at First Midwest, saving account at First Community, CD's at First Community and \$100.00 in petty cash at library. Motion to file by J.Mills, seconded by M. Baker.

Director's Report: See attached. Katelyn Bloom, Youth Services Manager staff, described her duties and current activities: Youth Services going well, partnering with Sheri Schubbe, to enhance Peotone School/Public Library relationship. Teacher Appreciation Day went very well, snacks were delivered and appreciated.

RAIL News: Offering group purchase discount on e-magazines (Zinio), Management Association also has discounts for libraries under \$1,000,000 budget.

N. Bormet will attend membership update on June 18. Crete Library- in June-Jane, library director, is retiring.

Library building:

- Four trees are under stress - \$700-\$1500 to remove.
- Need a new sign, possibly brick.
- Grass seeding coming up nicely.
- HVAC Energy Audit- Thermostats working very well- so much better than former ones. All paperwork has been submitted, just waiting now.
- Board members, N. Bormet and Katelyn Bloom took a look at back room door which needs replacing. Looked at in from inside and outside, to help in determining what was needed. Discussed history of the building. J. Mills visited Lowe's and Home Depot to look at door availability samples. J. Mills offered to talk to Lowe's, have them send out a person to give estimate on new door, he will continue working on this and continue to ask questions.

Monee News:

Kid's Day will be July 11, 2015. Library planning a craft 3:30- 6:30 pm.

Road construction in Monee posted on community board in the library.

Janet Blue, Monee resident, contacted D. Stacy via email to recognize her idea to purchase a building to house several veterans, and suggested the Library could use front area to house library. Board discussion questioned structural uncertainty if suitable for library use, question of meeting State requirements: Size, Fire Code, for example. N. Bormet mentioned there could be many obstacles to overcome – codes must be met, size and age of building would not be a good fit to requirements, 2-3 important reasons why this will not be feasible. N. Bormet will contact Ms. Blue with board concerns.

Monee Chamber Scholarship awarded at Triton College May 29 for Monee high school graduate.

Peotone News:

Chamber "Business after Hours" held at All Automotive. Village advertising for a village administrator.

Old Business:

- **Parking Lot**
Grass seeding coming up well.
- FY 2016-2017 Per Capita Grant requirement-**Serving Our Public** Chapter 5- Technology
Adding more data bases, upgrading e-magazines, New computers in budget.

- **Disaster plan review:** tabled for June meeting agenda.
- **ATLAS Trustee Training** - May 16: Attended by S. Gall, M. Cann. D. Stacy: 1) Building speaker, Rick McCarthy (Architect and a Library Trustee), was exceptional, presented ideas that perhaps we could implement, such as: bookshelves on rollers, large glass wall dual purpose to define areas such as Pre-K / Teen area. He had engaging visuals, presented examples of ways to utilize space, as in the Galena and Mokena Libraries. Space analysis, "Lean Library", Self-checkout, Trending toward mobile computing, Google providing computer on a stick, Remote Service, culinary offerings, "Parent-Time", Define your areas so they don't get stagnant, example: Friends of Library Store just inside front door.
Recommend an Emergency Fund: Put aside \$20,000 every other year, \$10,000 in 3rd year for something such as flooring.

+ M. Baker

New Business:

- **Oath of Office for Elected Trustees:** Election Results: Trustees S. Gall, M. Baker, J. Mills re- elected. Oath of Office was administered to S. Gall, M. Baker, and J. Mills by K. LeClaire, Board Secretary.
- **Election of Board Officers:**
Motion needed for extending terms: A.M. Manning-Nagel motioned, J. Mills seconded: "We are waiving by-laws to state: bypass of term limits for President and Treasurer." All in favor, none opposed, motion carried.

Nominations: S. Gall as President, D. Stacy as Vice-President, M. Cann as Treasurer, K. LeClaire as Secretary. J. Mills moved to accept ballot, M. Baker seconded. All in favor, none opposed. Motion carried to accept officer positions for the Board.

Conservation Day June 13: Kay MacNeil of Monarch giving away milkweed seeds at ^{presented program on} Monee Park + Rec Bldg. presentation at Home Depot June 13 10:00am- 3:00pm ^{garden} ~~presented~~ ^{hosted} by Monee Historical Society.

Flower Beds in front of Library: planting on hold due to rain.

Adjournment: Motion to adjourn by M. Baker, Seconded by J. Mills All in favor, none opposed. Motion carried. Adjourned at 8:47pm.

Next Regular Board Meeting scheduled for June 16, 2015 at 6:30 pm

Respectfully submitted,

Karen LeClaire

Karen LeClaire, Secretary

