

**PEOTONE PUBLIC LIBRARY DISTRICT  
BOARD MEETING MINUTES  
August 16, 2016**

**Call to Order:** 6:34 pm by Sandra Gall, Library Board President.

**Pledge to the U.S. Flag:** Recited.

**Roll Call:** Taken by S. Gall, President: M. Baker: present, M. Cann: present, S. Gall: present, K. LeClaire: present, D. Ladislas: present, J. Mills: present, D. Stacy: absent.  
Others attending: Noreen Bormet: Library Director.

**Public Forum:** None attending.

**Regular Board Meeting Minutes: from July 19, 2016;** No additions or corrections noted. Motion to approve by M. Cann, seconded by J. Mills. All in favor, none opposed. Motion carried.

**Bills from August 1 – July 9, 2016.** Question and discussion regarding postage - roll of stamps amount. Motion to approve payment of bills by J. Mills, seconded by M. Baker. All in favor, none opposed. Motion to pay bills carried. Filed for audit.

**Financial Report: Discussion:** Noted: We may be getting a rebate for the “**Three Minutes to Live**” workshop staff and board attended August 5 in Coal City. Motion to file for audit by D. Ladislas, 2nd by M. Baker. All in favor, none opposed. Motion carried. Financial report filed for audit.

**Director’s Report: See attached Director’s Report.** Additional comments: N. Bormet reported: IPLAR due Sept.1, 2016. Round Table Discussion very helpful. Attorney and specialist were there to answer questions. Hosted KALA meeting here Aug. 4 Meet and Greet. Everyone is happy with RAILS support.

- Reader Advisory Session scheduled for September 15, Topic will be “How to Run a Book Discussion”.
- Short discussion of Coal City Workshop. Concern for safety mentioned.
- ILA October 18-20<sup>th</sup> at Rosemont in Chicago.
- Request for information from LIRA (Library of Illinois Insurance Risk Agency) N. Bormet will go over this with R. Welzen.
- Request closed session.

**RAILS News:** Core Standards are still being reviewed - Heartland not participating at this time, Chicago Public Library is contemplating standards idea.

**LIBRARY BUILDING:** Locksmith called for service.

**MONEE NEWS:** Website down today. September 9-11 Monee Fall Fest, St. Paul’s Oktoberfest September 17.

**PEOTONE NEWS:** 1<sup>st</sup> and 3<sup>rd</sup> Wed. of month Village Hall host Will County Recycling Unit Electronics recycling 5-7pm (must show ID).

August 13, 2016 At 1<sup>st</sup> Mid-West Bank and Library co-sponsoring shredder in parking lot - N. Bormet said 42 cars participated.

**OLD BUSINESS:**

Checking with Police Station for Letter of Trespass. We can compare samples to compose for our needs.

- Strategic Plan: Still preparing information.

- Exterior Sign: N. Bormet contacted Friendly Signs, reported it is progressing, should be delivered and installed in 4-6 weeks.
- Short Takes for Trustees – Video 10, Final in series - “Succession Planning” viewed. Discussion followed. Suggested to check our files if any paperwork sessions are missing, can be added if needed to have complete set.

**NEW BUSINESS:**

- **Ordinance 2016-02 Amending Purpose of Special Reserve Fund:** Read aloud by N. Bormet. Discussion followed. Separate estimates for different areas of the library, samples:  
 Project 1: Painting – meeting room, office - address mildew with special paint, Children’s area and Teen area.  
 Project 2: Remove and replace bushes on side of library, back/side of library building, Fir trees in front of building,  
 Project 3: Phone system update - VOIP?  
 Project 4: HVAC replacement. Estimated cost: \$14,000.  
 Also to address any emergency projects.  
 Roll call vote by S. Gall: 0 abstain, 6 yeas, 1 absent, 0 nays. Motion carried.
- **Ordinance 2016-03 Transferring Funds to the Special Reserve Fund:** read aloud by N. Bormet. Discussion followed. Roll call vote by S. Gall: 0 abstain, 6 yeas, 1 absent, 0 nays. Motion carried.
- Grant from Humanities for Abraham Lincoln program on September 17, 2016.
- Review and discussion of calendar dates for 2017

Closed Session for staffing issue.

Motion to go into closed session by M. Baker, 2nded by J. Mills. Began: 7:41 pm.

Motion to end closed session by D. Ladislas, 2nded by M Cann. All in favor, none opposed. Motion carried. Closed session ended 7:44 pm.

**Motion to adjourn** by M. Cann, seconded by M. Baker. All in favor, none opposed. Motion carried.

**Adjournment: 7:49 pm.**

**Next Regular Board meeting scheduled for September 20, 2016 following a Public Hearing at 6:30 pm.**

Respectfully Submitted,



Karen LeClaire, Secretary  
 Peotone Public Library District