

**PEOTONE PUBLIC LIBRARY DISTRICT  
BOARD MEETING MINUTES  
December 20, 2016**

**Location:** Library Meeting Room.

**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: present.

Others attending: Noreen Bormet: Library Director, Ruth Welzen, Bookkeeper.

**Public Forum:** None attending.

**Truth in Taxation Public Hearing Minutes November 15, 2016:** No corrections or additions noted, Trustee Stacy motioned to approve minutes. Seconded, none opposed. Minutes approved.

**Regular Board Meeting Minutes: from November 15, 2016:** No corrections or additions noted. Motion to approve minutes by Trustee Stacy, seconded. All in favor, none opposed. Motion carried.

**Bills from Dec. 1 – Dec. 13, 2016.** No discussion. Motion to approve payment of bills by Trustee Cann, seconded. All in favor, none opposed. Motion to pay bills carried. Filed for audit.

**Financial Report: Discussion:** Special Reserve Fund Bank account reopened with a new savings account number – balance remains the same; two signatures now required to withdraw funds. Motion to file for audit by Trustee Baker, and seconded. All in favor, none opposed. Motion carried. Financial report filed for audit.

**Director's Report: See attached Director's Report.** "Putting around the Christmas Tree" at Peotone Public Library District went well on Dec. 10, 2016 as part of Peotone Christmas in the Village. Over 100 pairs of socks collected for local pantries. Portfolios distributed. Form for feedback provided. Director Bormet will be out of the library January 5-11, 2017. *approve Directors Workshop MARCH 24-25 sponsored by ATLAS.* \*M. Baker motioned to ~~read per Capita Grant 2017, was seconded. All in favor.~~

**RAILS News:** Director Bormet attended a RAILS Member update at Kankakee Public Library. The Illinois State Library is taking the lead in creating policy for unserved areas in the State. RAILS has received 50% of funding from the State. Fossil Ridge Library District in Braidwood hosting an Open House for their recent remodeling project - January 14, 2017 10am-1pm.

**LIBRARY BUILDING:** Looking to upgrade telephone system which Peotone Public School District just completed. We will be comparing the system they installed to other systems.

**MONEE NEWS:** Amazon TIF District Public Hearing meeting postponed until February, 2017. Director Bormet will attend and report to Board.

**PEOTONE NEWS:** New part-time police officer hired with three additional part-time officers in training. Village re-classifying liquor license, looking at raising fee which has been same for past 28 years. Peotone Fire Department looking into building second station, acquiring property.

**OLD "Unfinished" BUSINESS:**

- Strategic Plan: Correction under Programming- change word "lesser" to infrequent. More corrections noted so it was decided to table until January's meeting so the board can review. Considering testing service for Mail Chimp as part of strategic plan recommendations.

**NEW BUSINESS:**

- Read "Standards for Illinois Public Libraries: Reviewed Chapter 6": Access as required for the 2017 Per Capita Grant application.
- Employee Handbook Updates: Tabled for January meeting.

**Motion to adjourn** by Trustee Ladislas, seconded. All in favor, none opposed. Motion carried.

**Adjournment:** 7:27 pm.

**Next Regular Board meeting** scheduled for January 17, 2017 6:30pm

Respectfully Submitted,

A handwritten signature in cursive script that reads "Karen LeClaire".

Karen LeClaire, Secretary, Peotone Public Library District