

**PEOTONE PUBLIC LIBRARY DISTRICT
BOARD MEETING MINUTES
January 17, 2017**

Location: Library Meeting Room.

Call to Order: 6:33 pm by Sandra Gall, Library Board President.

Pledge to the U.S. Flag: Recited.

Roll Call: Taken by S. Gall, President: M. Baker: absent, 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.

Regular Board Meeting Minutes: from December 20, 2016: Additions : M. Baker Motion to approve N. Bormet request to approve travel expense to attend ATLAS Director's Workshop March 23-24 2017, seconded, all in favor, motion carried. Corrections: From Director's report minutes: remove *M. Baker motioned to read per Capita Grant 2017, was seconded, all in favor.* Motion to approve minutes as corrected by Trustee Stacy, seconded. All in favor, none opposed. Motion carried.

Bills from Jan. 1, 2017 – Jan 9, 2017. Motion to approve payment of bills by Trustee Mills, seconded. All in favor, none opposed. Motion to pay bills carried. Filed for audit.

Financial Report: Motion to file for audit by Trustee Ladislas, seconded. All in favor, none opposed. Motion carried. Financial report filed for audit.

Director's Report: See attached Director's Report. Additional comments by Director Bormet: Application for Energy Audit turned in. Board members still turning in evaluation questionnaires.

RAILS News: Delegates assembly next week.

LIBRARY BUILDING: HVAC#2 having issues, will be inspected tomorrow. TYCO installed new security box in Library entrance January 13.

MONEE NEWS: April election - Two people running for mayor, six people running for trustee. TIF District Public Taxing Bodies meeting Friday January 20, 2017 (2pm) at Village Hall. Public comment meeting scheduled for January 31, (6pm) at Village Hall.

PEOTONE NEWS: Library received a thank you note from Helping Hands for sock donation. School board meeting tomorrow evening will be attended by Director Bormet.

OLD (Unfinished) BUSINESS:

Discussion of Strategic Plan Draft:

Corrections made under

- **Technology:** replace: suggestions for suggests
- **Programming:** after basics replace "as well as" with "and explore"
- **Under last bullet point:** add Survey after Mail Chimp

Trustee Cann moved to accept Strategic Plan as corrected. Seconded. All in favor. Motion carried.

NEW BUSINESS:

Employee Handbook Updates: under 4.4.2 Exempt/ Non-Exempt Positions (p. 7)

- Remove: Assistant Director, Youth Services Manager, Adult Services Manager and Circulation Services Manager as being exempt.
- Replace(s) "are" with "is" and replace "are" with "and is an".

Trustee Mills moved to accept changes to the Employee Handbook in 4.4.2 Exempt/Non-Exempt Positions – p. 7. Seconded. All in favor. Motion carried.

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

Adjournment: 7:25 pm.

Next Regular Board meeting scheduled for February 21, 2017 6:30pm

Respectfully Submitted,

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

Karen LeClaire, Secretary, Peotone Public Library District