

**PEOTONE PUBLIC LIBRARY DISTRICT
BOARD MEETING MINUTES
April 19, 2016**

Call to Order: 6:31 pm by Sandra Gall, Library Board President.

Pledge to the U.S. Flag: Recited.

Roll Call: Taken by Sandra Gall, President: M. Baker: present, M. Cann: present, S. Gall: present, K. LeClaire: present, D. Ladislas: present, J. Mills: absent, D. Stacy: present.

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

Public Forum: None attending

Regular Board Meeting Minutes: from March 15, 2016; No additions or corrections noted. Motion to approve by M. Cann, seconded by D. Ladislas. All in favor, none opposed. Motion carried.

Bills from April 1 – April 12, 2016. No Discussion noted. Motion to approve payment of bills by M. Baker, seconded by D. Stacy. All in favor, none opposed. Motion to pay bills carried.

Financial Report: Discussion: Note replacement sheet for March 31 balance sheet. Motion to file for audit by M. Baker, seconded by D. Stacy. All in favor, none opposed. Motion carried.

Director's Report: See attached Director's Report. Additional comments: N. Bormet stated:

- June 11th Brazilian Program, a company is coming with drums, culture of Brazil in conjunction with Brazil, hosting Olympics summer of 2016. June 25 Scoopy coming to Culver's in Monee.
- Board requested to please sign up to help at Farmer's Market, Peotone. N. Bormet will get a sample t-shirt for Board Members to view for ordering t-shirts to help at Peotone Farmer's Market.
- Sec. of State sent letter dated March 28, 2016 , awarded \$12,338.23 in Per Capita Grant
- Friends of Library Book sale April 23, 2015.
- Intergovernmental Agreement: working on this Attorney Roger Ritzman.
- LIMRiCC meeting: Write down who Library has insured.
- Circulation Stats: Numbers are up. Staff is happy with Library as polling place, will get packets of information ready for November. Furniture will be rearranged for better traffic flow for November.

RAILS News: 3/24/16 Draft of membership requirements survey under review. Big concern is number of requirements needed. A starting document is needed. 2 year plan is good, recommended.

LIBRARY BUILDING: Handicapped signs installed. Library Board has new name signs for board meetings.

MONEE NEWS: Village of Monee hosting a Senior Health Fair April 28, 2016 9am-11am at Park and Recreation building. Library will be making a raffle basket for a drawing. Will County organizations will be there. April 23rd Clean Up Day. April 26 "Tip a Cop" 11am-8pm. Police will sit on roof in May.

PEOTONE NEWS: Upcoming events: Village of Peotone website now up .Clean-up day for Village set for April 30, 2016. Police have new program collecting old prescription drugs turned in for disposal. A gentleman patron was being too loud, was disruptive in other establishments. Our procedure is to notify police. Training for security was helpful.

OLD BUSINESS:

- Strategic plan- Manteno's plan reviewed by N. Bormet, is straight and to the point. Has some basics to build our plan on. Discussed process of choosing members for committee.
- Exterior Paint: Viewed slides of outside of building, paint sample color combinations selected. Motion to paint exterior Web Grey/Inkwell by D. Stacy, seconded by M. Baker. All in favor, none opposed . Motion carried.
- Sign samples (5) reviewed. Discussion followed. All favored the low-profile sign, agreed it would complement the building.
- Short Takes for Trustees – Video 5 - Library Policies viewed. Provides framework to library service. Discussion followed. We are creating a list of policies currently in use.

NEW BUSINESS:

- **Summer Reading Program** will end on July 23 - trying to work with the Girl Scouts to find a good date for their program discussed last month.
- **ATLAS Annual Trustee Workshop** - Sat. May 14, 2016: Crete Public Library District. Presented by attorney Greg Smith, KTJ 9am-12pm. Topics include FOIA, OMA, and the Patriot Act. S. Gall, D. Ladislas, and M. Baker plan on attending.
- HVAC replacement: 15T, 14T or both, and save costs. #6 and #4. We have 7 units. N. Bormet will send Board a diagram. This replacement will come out of special reserve fund. D. Stacy motioned to replace units, #4 & #6 now, M. Cann seconded. All in favor, none opposed. Motion carried.
- S. Gall received letter from Surface Transportation Board - invitation to attend and participate in discussion of Great Lakes Basin Transportation, Inc. proposed rail line from Milton WI to Portage, IN.

Motion to adjourn by M. Baker, seconded by D. Ladislas. All in favor, none opposed. Motion carried.

Adjournment: 7:58 pm. Next Regular Board meeting scheduled for **May 17, 2016, at 6:30 pm.**

Respectfully Submitted,

Karen LeClaire, Secretary

Peotone Public Library District

