



**MINUTES OF THE LA GRANGE PUBLIC LIBRARY  
BOARD OF TRUSTEES REGULAR MEETING  
August 21, 2018**

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- PRESENT:** Laurie Braun, Joyce Hagen-McIntosh, Tom Krueger, Angie Larson, Becky Spratford, John Reardon
- ABSENT:** Bridgette O'Connor
- STAFF:** Rebecca Bartlett, Rachael Dabkey, Leslie Hartoonian, Chuck Johnson, Arcadia McCauley, Debbie Darwine, Charity Gallardo, Shelley Boscamp
- VISITORS:** Dan Eallonardo
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The meeting was called to order by Braun at 7:30 p.m.

**Approval of Agenda:**

A motion was made by Hagen-McIntosh to approve the agenda with the addition to O'Connor who is requesting remote attendance.

Seconded by Spratford.

Approved, all ayes.

Spratford moved to approve O'Connor's remote attendance. Hagen-McIntosh motioned to approve.

Seconded by Krueger.

Approved, all ayes.

No public comments.

**Construction update with Dan Eallonardo of Independent Construction Services:**

Eallonardo noted construction is behind due to changes in the work and concealed conditions. He will request an updated schedule and completion date from the contractor and share with the Board. There have been several Village inspections with no issue.

The furniture quote came in over the Board's budget of \$132,000. Staff are working with StudioGC to revise and get the final quote under budget.

Eallonardo mentioned regular construction meetings with StudioGC and Landmark Construction. Hagen-McIntosh asked if staff and Board are welcome at any of these meetings. Eallonardo responded yes, and he will provide a schedule of meetings.

**New Business:**

Gallardo reviewed the requirements for the Per Capita grant through the State Library. Staff reviewed the checklist from Serving Our Public Chapter 8, "Public Services: Reference and Reader's Advisory Services" and determined the Library is meeting the standards. Trustees reviewed chapters 6 through 10 of Trustee Facts File, which was included in the Board packet sent in advance. Other requirements will be addressed in future meetings.

**Building and Grounds Committee:**

Krueger recently received a query about installing a flag pole outside on Library grounds. There was discussion of previously exploring this possibility and finding it to be cost prohibitive. There is currently a flag in the meeting room available for groups to use.

**Development and Advocacy Committee:** Larson suggested that this committee needs to meet and will schedule a meeting.

**Finance committee:**

Friends of the Library (FOL) had a meeting on July 24, 2018. The items that the Library requested were granted, including iPads to circulate to La Grange residents and sensory backpacks. Braun instructed McCauley to tell FOL thank you from the Board.

Hagen-McIntosh asked about available funds for the Board to attend Trustee Day at ILA this year. Gallardo will look into the budget available.

**Personnel Committee:**

Braun will call a meeting soon, dates are to be determined.

**Planning Committee:**

No report.

**Policy Committee:**

Hagen-McIntosh will schedule a meeting.

**Village Liaison:**

No report.

**Executive Director Report:**

Gallardo expressed gratitude to Interim Director Steve Bero, for hiring Lauren Quinlan and Shelley Boscamp.

McCauley will ask post office about Residential misspelling in the address line of the recent newsletter. Krueger asked about the high circulation numbers for July; Hartoonian will double-check numbers on the report.

About seven so far are registered for voter registrar training at the Library on Wednesday, August 29. Hagen-McIntosh asked if the Library still provides notary services. Staff will explore options for bringing this service back.

**Children's Services Annual Report:**

Dabkey reported that in the past year, Children's Services hired Kendra Van Kempen. Children's programming is done seven days a week in six week sessions. There are four sessions per school year. Summer reading program attendance makes up about half the children we see each year. She highlighted the highest attended programs.

Dabkey would like to get the school's curriculum information to help the collection to cater to those needs. Braun said that she was pleased with outreach.

**Omnibus Agenda:**

**Spratford made a motion to pass the Treasurer's report, Operating Warrant and Board minutes for July 17, 2018.**

All documents were was received by Trustees in advance of the meeting.

**Roll call: All ayes.**

**Braun aye**

**Krueger aye**

**Hagen-McIntosh aye**

**Larson aye**

**Spratford aye**

**Reardon aye**

**Braun adjourned the meeting at 9:08pm.**

Respectfully submitted by: Shelley Boscamp, Administrative Assistant on September 4, 2018.