



**MINUTES OF THE LA GRANGE PUBLIC LIBRARY
BOARD OF TRUSTEES REGULAR MEETING**

July 17, 2018

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- PRESENT:** Laurie Braun, Joyce Hagen-McIntosh, Tom Krueger, Angie Larson, Becky Spratford, Bridgette O'Connor
- ABSENT:** John Reardon
- STAFF:** Rebecca Bartlett, Rachael Dabkey, Leslie Hartoonian, Chuck Johnson, Arcadia McCauley, Debbie Darwine
- VISITORS:** Charity Gallardo, Craig Meadows, Isela Catania
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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 O'Connor to remove the Treasurer's Report and the January minutes from the Omnibus agenda. Seconded by Spratford.

Approved, all ayes

Spratford moved to accept the agenda / O'Connor seconded.

Approved, all ayes

No public comments

Construction update with Dan Eallonardo of Independent Construction Services:

At this point the project may be behind by 3 weeks due to issues that have come up in the construction process. No Village inspections have been conducted yet – there hasn't been a need for them due to project delay. Dan reviewed the Issues Log with Trustees. Payment one (1) has been made (8% of contract thus far).

The tree in the Children's department will be salvaged and go to Seventh Avenue School. Arcadia and Dan are working together to facilitate that.

Construction update by Craig Meadows and Isela Catania:

- 1) Door to stairs in lobby – **OPTION A:** Looking at a door with a small side door and we will keep the wide opening and the door will always be open. It has to be wide and useable as a fire door therefore we cannot eliminate the door. In that scenario we would build a short wall that the door would be open against. **OPTION B:** There is also an option for having one wide door and as much glass as possible – that would eliminate the need for a small wall, but the door would have to be tall. Trustees discussed and are going with the **OPTION A** and Craig will bring us pricing.

- 2) Base under the windows
Option 1) Seal it **Option 2)** Quartz it **Option 3)** Tile It. Trustees discussed and support sealing it.
- 3) Conduits in lobby – **Option 1)** Build in a wall joint. **Option 2)** Create a column bump to go out and grab the pipes. Discussion included the fact that the column is a good space for signage. Option 2, the column bump, was the most popular idea.
- 4) Furniture Budget: The numbers for furniture are over budget. \$103K was original. Current cost is \$120K. Adjustments to hardware in children’s dept., height adjustable desks, and new workstations in workroom are all higher than original budget. Leslie expressed concern over the new desks and how laminate would hold up and how functional the desks would be. We are looking at Three Branch and Neinkamper brand desks. Craig and Isela will check with LFI and provide Leslie with libraries where she can look at examples of the desks. We discussed granite vs. Corian extensively. Board members are concerned that the furniture budget is high, and one staff member expressed concern that if we pull furniture we won’t deliver the changes for patrons that we’ve advertised. Trustees discussed this budget line extensively.

Motion made by Spratford to approve furniture spending not to exceed \$132k.

Seconded by Krueger

Roll call:

Spratford aye

Larson aye

O’Connor nay

Krueger aye

Hagen-McIntosh aye

Braun aye

Dan reminded us that there will be other ways to save – for example moving costs.

New Business:

Spratford moved we extend the term of Stephen Bero to Aug. 9, 2018. Seconded by Larson.

Trustees discussed potential reduction in number of hours.

Roll call:

Spratford aye

Larson aye

O’Connor aye

Krueger aye

Hagen-McIntosh aye

Braun aye

Committee Reports:

Friends of the Library: Krueger reported that there is a meeting next Tuesday.

Director’s Report: Bridgette asked about a typo she found in Circulation statistics. That will be corrected.

Collection Services report: Rebecca Bartlett. The Dept. has changed the dept. name – it is now Collection Services.

Discussed Collection HQ software and how we use it for statistics. Rebecca will present on collection development at ILA this year. Used it to re-allocate funds for the current fiscal year.

Omnibus agenda:

Treasurer's Report:

Bridgette had several questions that were answered.

Minutes to be approved – a change was made

Motion: Spratford

Seconded: O'Connor

All ayes

Motion to pass the Omnibus agenda:

Motion: Spratford

Seconded: Larson

Roll call: all ayes

Trustee Comments:

Discussion of luncheon sponsored by Board of Trustees on Aug. 8 to welcome Charity. Rebecca suggested catering by Q. Becky suggested closing the library for 2 hrs.

Motion to close the library for 2 hrs. and library pays for staff appreciation luncheon on Wed. Aug. 8 from 12-2 p.m.

Made by Spratford

Seconded: O'Connor

Roll call all ayes

Angie volunteered to plan the luncheon.

Braun adjourned the meeting at 10:22 p.m.

Respectfully submitted by Joyce Hagen-McIntosh, Board Secretary