



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

**April 16, 2019**

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- PRESENT:** Laurie Braun, Joyce Hagen-McIntosh, Tom Krueger, Angie Larson, Bridgette O'Connor, John Reardon, Becky Spratford (late arrival)
- ABSENT:** None
- STAFF:** Rebecca Bartlett, Rachael Dabkey, Leslie Hartoonian, Chuck Johnson, Debbie Darwine, Arcadia McCauley, Shelley Alicea
- VISITORS:** Katie Allan, Shannon Rischow, Elizabeth Crewe
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**Meeting called to order by Braun at 7:30pm.**

**MOTION TO APPROVE AGENDA:**

A motion was made by Hagen-McIntosh to approve the agenda.

Seconded by Reardon.

Approved, all ayes.

**MOTION PASSED.**

**PUBLIC COMMENTS ON THE AGENDA:** None.

**UNFINISHED BUSINESS:**

**Construction Project**

Bartlett reported that the issue log has nine remaining issues. Dan Eallonardo will be present at the May meeting, but if the Board has any concerns before that meeting please tell Rebecca. Dan is working with a landscaping company to complete a proposal. Final progress payment will be 100% of the payment, but it will be held until the punch list is completed. StudioGC will review everything at the completion of the remaining work, then the Village will inspect and provide the final occupancy permit.

**NEW BUSINESS:**

**Intergovernmental agreement with Pleasantdale School District 107**

A motion was made by O'Connor to approve the intergovernmental agreement with Pleasantdale School, District 107.

Seconded by Hagen-McIntosh.

**ROLL CALL VOTE:**

**Hagen-McIntosh-aye.**

**Krueger-aye.**

**Larson-aye.**

**O'Connor-aye.**

**Reardon-aye.**

**Braun-aye.**  
**MOTION PASSED.**

**Approval of Operating Budget FY 2019-20**

No comments have been received on the draft operating budget, so no changes have been made to the document presented at the last meeting.

**MOTION TO APPROVE THE OPERATING BUDGET FY 2019-20**

A motion was made by O'Connor to approve the operating budget for Fiscal Year 2019-20.

Seconded by Krueger.

**Hagen-McIntosh-aye.**

**Krueger-aye.**

**Larson-aye.**

**O'Connor-aye.**

**Reardon-aye.**

**Braun-aye.**

**MOTION PASSED.**

**ATLAS Trustee Day 2019**

Professional development opportunity for trustee training on governmental aspects. The Library will be registering and submitting the payment. The event is on Saturday, May 11<sup>th</sup> in Crete, IL.

**Village of La Grange Election results**

The results of the election were shared with the Board. The new elected trustees will be: Shannon Rischow, Elizabeth Crewe and Katie Allan.

**COMMITTEE REPORTS:**

**Building and Grounds** – No report.

**Development and Advocacy** – No report.

**Finance** – No report.

**Friends of Library liaison** – The Friends of the Library will be sponsoring the La Grange game table project. The Friends also gave out \$10 gift certificates in honor of the National Library Workers' Day on April 9<sup>th</sup>. The friends are looking to expand its membership base by reaching out to former members and come up with a members' event in autumn, possibly working with Oliveceto. Next meeting is July 2<sup>nd</sup>.

**RAILS/ILA Liaison** – No report.

**Personnel** – No report.

**Planning** – No report.

**Policy** – No report.

**Village Liaison** – No report.

**EXECUTIVE DIRECTOR'S REPORT:**

The Library submitted a grant application for \$50,000 for early literacy, to fund the Burgeon group's items. The funds were approved, but at this time, the check has not been received.

The digital resources have seen increased usage, since promoting them at the open house event. This summer, the Library will be introducing the Blue Cloud mobile app, which is a shared app from SWAN.

Bartlett reported that pet parade will be June 1<sup>st</sup>, but Adult Services staff are working on the theme.

Door count is going up, since February. Hartoonian reported that the Library is very busy on the weekends.

**DIGITAL SERVICES DEPARTMENT REPORT:**

Johnson, the Digital Services Manager, offered to the Board guided tours of our digital studio and technology offerings. Some highlights are virtual reality equipment, batch scanner, green screen, and 3D movies. The department oversees the website also, which has seen in the last years that 40% of patrons access it on a mobile device. Equipment available are eReaders, iPads and record player, tripod for camera. Johnson also oversees the eResources, such as Qello, Lynda, Universal Class, eLibrary. Our software reservation system has been upgraded to Evanced. The Library also purchased Libstaffer, which is a staff scheduling software.

Johnson also oversaw the Open House event by training staff and preparing handouts. Over 300 people attended the event in February. 126 people entered the raffle at the event.

Johnson will be coordinating a class for screenwriting for teens this year. Technical improvements have been added to the equipment in the Dierkes room, including 4K wiring to support gaming, skypeing, webinars and other needs, which are available using a mounted iPad on the wall.

**OMNIBUS MOTION:**

Spratford made a motion to approve the Omnibus Agenda, consisting of Minutes of Regular Board Meetings from March 12, 2019; Finance Committee Meeting Minutes from March 7, 2019; Treasurer's Report; Operating Warrant for April 16, 2019; Disposal Resolution No. R04.16-A-2019. Seconded by Larson.

**ROLL CALL VOTE:**

**Hagen-McIntosh-aye.**

**Krueger-aye.**

**Larson-aye.**

**O'Connor-aye.**

**Reardon-aye.**

**Spratford-aye.**

**Braun-aye.**

**MOTION PASSED.**

**PUBLIC COMMENTS REGARDING MATTERS NOT ON THE AGENDA:** None.

**TRUSTEE COMMENTS:** O'Connor reminded existing Board Members that the County Clerk's Statement of Economic Interest is due by May 15<sup>th</sup>. Braun would like to take a photo of the whole Board, next meeting.

**MOTION TO GO INTO EXECUTIVE SESSION:**

Spratford motioned to go into closed session.

Seconded by Larson.

**ROLL CALL VOTE:**

**Hagen-McIntosh-aye.**

**Krueger-aye.**

**Larson-aye.**

**O'Connor-aye.**

**Reardon-aye.**

**Spratford-aye.**

**Braun-aye.**

**MOTION PASSED.**

**The Board entered executive session at 8:55pm.**

**The Board returned to open session at 9:34pm.**

**MOTION TO ADJUST SALARY OF DIRECTOR:**

Krueger made a motion to revise the Executive Director's Compensation so that the 2.1% cost of living applied retroactively to 12/24/2018. The \$1,500 bonus stands and will also be part of the compensation package.

Spratford seconded the motion.

**ROLL CALL VOTE:**

**Hagen-McIntosh-aye.**

**Krueger-aye.**

**Larson-aye.**

**O'Connor-aye.**

**Reardon-aye.**

**Spratford-aye.**

**Braun-aye.**

Spratford made a motion to clarify that we are withdrawing the March 2019 meeting's increases and replacing it with this adjusted compensation package.

Seconded by Krueger.

**ROLL CALL VOTE:**

**Hagen-McIntosh-aye.**

**Krueger-aye.**

**Larson-aye.**

**O'Connor-aye.**

**Reardon-aye.**

**Spratford-aye.**

**Braun-aye**

**ADJOURNMENT:** Braun adjourned the meeting at 9:38pm.

Respectfully submitted,

Shelley Alicea