



**MINUTES OF THE LA GRANGE PUBLIC LIBRARY  
BOARD OF TRUSTEES REGULAR MEETING  
August 20, 2019**

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- PRESENT:** Joyce Hagen-McIntosh, Tom Krueger, Angie Larson, Becky Spratford, Shannon Rischow, Katie Allan
- ABSENT:** Elizabeth Crewe
- STAFF:** Charity Gallardo, Shelley Alicea, Rebecca Bartlett
- VISITORS:** None
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**Meeting called to order by Hagen-McIntosh at 7:30pm.**

**MOTION TO APPROVE AGENDA:**

A motion was made by Krueger to approve the agenda.  
Seconded by Spratford.  
Approved, all ayes.

**MOTION PASSED.**

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

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

**Collection Services Annual Report by Rebecca Bartlett**

Bartlett presented on changes in the Department. She noted that the switch to barcodes on the back of the books has saved Member Services' employee time. La Grange-opoly was added to the collection this year. The Library also bought a record player for circulation. Bartlett discussed her inputting 41 original records into OCLC. Bartlett was elected President of LACONI Technical Services in May 2019. SWAN Blue Cloud mobile apphas been released for usage, our staff is attending a training next week and then the Library will be promoting it to all patrons.

**State Library Per Capita Grant Requirements - Trustees**

All trustees present affirmed they reviewed chapters 11-Appendices of the Trustee Facts File.

**Trustee and Intellectual Freedom Training**

Hagen-McIntosh presented information about trustee responsibilities and intellectual freedom.

Hagen-McIntosh presented that the Library's purpose is to provide access to information for everyone, not to defend the content of the items. Librarians are bound by the following guideline documents: Library Bill of Rights, ALA Code of Ethics.

**Review of Governance Policies**

Hagen-McIntosh and Gallardo went through the proposed changes to the governance policy. Krueger commented that he want to make sure the tasks that the committees previously had are covered in the new committee structure. The Board discussed revisions of the language about strategic planning and property management.

**COMMITTEE REPORTS:**

**Finance & Advocacy** – No report.

**Friends of Library liaison** –The Friends have not yet met, since they had no quorum. They hope to meet soon to go over funding requests from staff. Saturday, Sept 21<sup>st</sup> is the FOL event.

**RAILS/ILA Liaison** –Spratford shared the RAILS Assistant Director is retiring. Spratford also talked about the L2 learning account with the calendar for trustees.

**Policies & Services** – No report.

**Village Liaison** – No report.

**EXECUTIVE DIRECTOR’S REPORT:**

Gallardo reported that a plumber did a video inspection of the basement drain tiles and found they are not functioning. Next step is drilling monitoring wells to get a sense of the amount of water coming through.

Gallardo talked about State Representative LaShawn Ford’s visit and resulting publicity. The representative let us know that he appropriated an additional \$25,000 for programs and services this fiscal year.

**MOTION TO APPROVE OMNIBUS AGENDA:**

Spratford motioned to pass the Omnibus Agenda consisting of Minutes of the Regular Board Meeting on July 23, 2019; Treasurer’s Report, Operating Warrant for August 20, 2019 and 2019 Holidays and Closing Dates.

Seconded by Larson.

**ROLL CALL VOTE:**

**Allan- aye.**

**Krueger- aye.**

**Larson- aye.**

**Rischow- aye.**

**Spratford- aye.**

**Hagen-McIntosh- aye.**

**MOTION PASSED.**

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

**TRUSTEE COMMENTS:** Larson asked about the possibility for the Library to have drop bins for hard to recycle items like wine corks and slightly used shoes, like the Christmas lights collection

in the past. She will investigate further and provide more specific details for staff to consider. Gallardo will look into an area to place the bins.

Fine free is being implemented in September. All items checked out here will not accrue late fees.

**EXECUTIVE SESSION:** None.

**ADJOURNMENT:**

**Hagen-McIntosh adjourned the meeting at 9:29pm.**

Respectfully submitted,

Shelley Alicea

Administrative Assistant