



**MINUTES OF THE LA GRANGE PUBLIC LIBRARY
BOARD OF TRUSTEES REGULAR MEETING
September 17, 2019**

- PRESENT:** Joyce Hagen-McIntosh, Tom Krueger, Angie Larson, Becky Spratford, Katie Allan, Shannon Rischow, Elizabeth Crewe
- ABSENT:** None
- STAFF:** Charity Gallardo, Shelley Alicea, Leslie Hartoonian
- 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 Larson.

Approved, all ayes.

MOTION PASSED.

PUBLIC COMMENTS ON THE AGENDA: None.

UNFINISHED BUSINESS:

Governance Policy Changes

A motion was made by Spratford to approve the Governance Policy with changes.

Seconded by Krueger.

Approved, all ayes.

MOTION PASSED.

State Library Per Capita Grant Requirements

The board members confirmed that they have reviewed the Illinois Digital Archives and the Digital Public Library of America. Krueger will do so and confirm to Gallardo that has been completed.

NEW BUSINESS:

Annual Report from Rachael Dabkey, Children's Services Manager

Dabkey reviewed the current staff and shared that two new staff members have accepted associate positions at 19 hours per week. One additional position is still unfilled. Dabkey presented Summer Reading events, storytimes and outreach programming throughout the year. She explained the Mobile Book bins program that are placed in strategic places for outreach. Children's Services are circulating sensory backpacks. Dabkey explained the Battle of the Books participation with Cossitt School.

Open Meetings Act: Communications

Hagen-McIntosh explained that the Open Meetings Act prohibits trustees from emailing multiple trustees at once.

COMMITTEE REPORTS:

Finance & Advocacy: Krueger reported that the committee met before the regular meeting. At the next meeting, the committee will be discussing increasing transparency for the transfer of unexpended funds at the end of the fiscal year.

FOL Liaison: Krueger reported that the Friends have met and approved all staff funding requests. The group will be holding an event with Oliveceto on Saturday. The next meeting is Dec 3rd. They will be soliciting volunteers and a Secretary for the Board.

RAILS/ILA Liaison: Spratford mentioned ILA Trustee Day and the RAILS “My Library is...” marketing campaign.

Policies & Services: Allan reported that she discussed with Gallardo the agenda for the next meeting, which will be the 2nd Tuesday in October.

Village Liaison: Larson reported about the Village of La Grange’s meetings.

EXECUTIVE DIRECTOR’S REPORT:

Gallardo discussed the weekly email to all trustees. Hagen-McIntosh praised the report, saying enjoyed getting a better sense of details. Spratford and Gallardo discussed the SWAN Expo and meeting room cold issues. Children’s Services is bringing another candidate in to interview later in the week for the last open position. Hartoonian commented that the late fee removal is receiving positive feedback from members.

MOTION TO APPROVE OMNIBUS AGENDA:

Krueger motioned to pass the Omnibus Agenda consisting of Minutes of the Regular Board Meeting on August 20, 2019; Treasurer’s Report, Operating Warrant for September 17, 2019. Seconded by Spratford.

ROLL CALL VOTE:

- Allan- aye.
- Crewe-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 brought up boxes for hard to recycle items in the Library. Gallardo commented that she would welcome more information about the program for possible implementation at the Library.

EXECUTIVE SESSION: None.

ADJOURNMENT:

Hagen-McIntosh adjourned the meeting at 8:40pm.

Respectfully submitted,

Shelley Alicea

Administrative Assistant