



**MINUTES OF THE LA GRANGE PUBLIC LIBRARY  
BOARD OF TRUSTEES REGULAR MEETING  
November 20, 2018**

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- PRESENT:** Laurie Braun, Joyce Hagen-McIntosh, Tom Krueger, Angie Larson, John Reardon, Becky Spratford
- ABSENT:** Bridgette O'Connor
- STAFF:** Rebecca Bartlett, Rachael Dabkey, Shelley Alicea, Charity Gallardo, Leslie Hartoonian, Chuck Johnson, Arcadia McCauley, Debbie Darwine
- VISITORS:** Katie Allan
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**Meeting called to order by Braun at 7:30 pm.**

**MOTION TO APPROVE AGENDA:**

**Motion made by Spratford.**

**Seconded by Krueger.**

**Approved, all ayes.**

**MOTION PASSED.**

**PUBLIC COMMENTS ON THE AGENDA:** One visitor was acknowledged: Katie Allan, a La Grange resident and librarian. She is running for the Board next term.

**UNFINISHED BUSINESS:**

**Construction update**

Dan Eallonardo shared information that the substantial part of the renovation will be done during the closure 12/3 to 12/19. The café will not be completed during the closing.

Craig Meadows said that the majority of furniture will be installed in December. The two main circulation desks are scheduled to arrive January 2019.

**State Library Per Capita Grant Requirements**

Gallardo shared information about the State Library Per Capita Grant Requirements. She discussed the information available to fulfill the requirement for Trustees to familiarize themselves with the Illinois Veteran's History Project.

**Strategic Plan Objectives Status Reports**

Status reports by staff were discussed by the Board. Spratford commended staff being on track for every objective. Gallardo also complimented staff on the work and all being so dedicated to their duties in the strategic plan.

**Update on Letter to the Village Regarding Pedestrian Safety**

Larson commented that the electronic sign that was previously on the side of the library, has been moved to Ogden and La Grange Road. Plans were discussed by the Board to continue to pursue pedestrian safety education for all ages. The staff and trustees that are involved will follow up and give a status report in the future months.

**NEW BUSINESS:**

**Levy Presentation 2018**

Krueger presented the levy to the Board and discussed. The levy is scheduled to be presented at the Village Board Meeting Dec 10<sup>th</sup> at 7:30pm.

**MOTION TO APPROVE RESOLUTION NO. R11.20-A-2018**

**Motion made by Spratford.**

**Seconded by Larson.**

**Roll call vote, all ayes.**

**MOTION PASSED.**

**Review of Investment and Cash Management Policy**

The Finance Committee met to review and discuss the Investment and Cash Management Policy. No changes were recommended at this time.

**MOTION TO REAFFIRM INVESTMENT AND CASH MANAGEMENT POLICY WITH NO CHANGES**

**Motion made by Krueger.**

**Seconded by Spratford.**

**Approved, all ayes.**

**MOTION PASSED.**

**Issue with Library Lighting Schedule Not Functioning as Intended**

Reardon commented on the lights being on too much during the night and early morning. Leviton has been contacted and will work with us to get a revised and functioning schedule for both interior and exterior lighting. After construction is complete, staff will investigate LED lighting and other efficiency upgrades.

**COMMITTEE REPORTS:**

**Building and Grounds Committee:**

No report.

**Development & Advocacy Committee:**

Next meeting will be next Tuesday the 28<sup>th</sup>. Arcadia discussed that the library sent a letter to a potential donor, who said that they will pass it to the regional outreach person. Spratford recommended that we suggest a behind the scenes tour of the café space and new areas.

**Finance Committee:**

Next meeting will be scheduled during the FY19-20 budget process.

**FOL Liaison:**

No report.

**RAILS/ILA Liaison:**

Hagen-McIntosh said that she appreciated staff feedback from ILA. With the revised report format it was easy to identify the key takeaways from the conference.

**Personnel Committee:**

The 90 day review of Charity was informal. The Board was pleased that she has met all the objectives set out. Charity commented that it's been a wonderful first 90 days.

**Planning Committee:**

No report.

**Policy Committee:**

The committee met November 20 and will meet again December 11 before the December full Board meeting. The committee will be talking in December meeting about a more current maternity policy. Policy updates will be in the December packet.

**Village Liaison:**

No report.

**EXECUTIVE DIRECTOR'S REPORT**

Gallardo reported that the Cossitt school social committee donated \$100 to the library, in appreciation for the support during the fire there. OZObots will be purchased with these funds.

Health insurance renewals are coming up. In the existing plans, rates are down due to increases in the deductibles and out-of-pocket maxes. Possibly offering a 4<sup>th</sup> plan in the upcoming year. Dental and life insurance coverage is moving to Principal with a 2-year rate guarantee, rates are 14% down from the previous provider. Vision is moving to EyeMed with a 48-month rate guarantee.

**OMNIBUS AGENDA**

**Spratford made a motion to pass the Omnibus agenda.**

**Krueger seconded.**

**ROLL CALL VOTE:**

**Hagen-McIntosh – aye**

**Krueger – aye**

Larson – aye  
Reardon – aye  
Spratford – aye  
Braun – aye  
All ayes.

**MOTION PASSED.**

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

**TRUSTEE COMMENTS:** Reardon would like to mention the leak in the basement coming in at various places. Gallardo commented that we have hired a plumber to look in all outdoor drains for clogs. Johnson mentioned that security cameras could be installed now to see where the water is seeping from the wall.

Braun thanked Katie for attending and Spratford encouraged that all people running for Board positions should attend.

**EXECUTIVE SESSION:** None.

**ADJOURNMENT:** Braun adjourned the meeting at 9:05pm.

Submitted by:

Shelley Alicea  
Administrative Assistant