

**MIDLOTHIAN PUBLIC LIBRARY
BOARD TRUSTEES MEETING
May 16, 2017**

SWEARING-IN OF NEW TRUSTEE(S)

Village Clerk, Allen Moskal, swore in the re-elected (Brenna Baker and Louis Ceja) and newly elected (Jackie Murawski) trustees before the start of the board meeting.

CALL TO ORDER

The meeting was called to order by President Becker at 7:00 p.m. Present were Trustee Baker, Trustee Ceja, Trustee Chiz, Trustee Ferguson, Trustee Gray, Trustee Murawski, Youth Services Manager Jamie Kallio and Christy Parente, Recorder of Minutes.

INTRODUCTION OF VISITORS

Tom Murawski, Midlothian resident.

MINUTES

On a motion by Trustee Baker and seconded by Trustee Gray the minutes of the April 18, 2017 meeting were approved by roll call vote. 6 ayes and 0 nays. Trustee Murawski abstained because she was not on the board at the April 18, 2017 board meeting.

REVIEW OF BILLS AND FINANCIAL ACCOUNTING

On a motion by Trustee Ceja and seconded by Trustee Chiz the financial report for April 2017 was reviewed. Total cash balance for the building account was \$88,089.53, for the reserve fund \$277.75, for the real estate fund \$681,139.64 and \$930,426.76 for the money market account. The financial report was unanimously approved by roll call vote. 7 ayes and 0 nays.

On a motion to pay all of April bills paid in May in the total amount of \$16,539.68.59 was made by Trustee Gray and seconded by Trustee Ceja and was unanimously approved by roll call vote. 7 ayes and 0 nays. A motion to pay all May bills in the total amount of \$21,870.42 was made by Trustee Baker and seconded by Trustee Chiz and unanimously approved by roll call vote. 7 ayes and 0 nays.

COMMUNICATIONS

Ms. Kallio shared a patron experience that was negative. Ms. Cottrill spoke with the patron and addressed the issue with the staff member involved. Other patron feedback included having food for fines more than once a year, replacing our old flag and having a comic-con.

LEGISLATION UPDATE

Ms. Kallio stated that On May 5, President Trump signed into law the “omnibus” bill passed by Congress to continue funding the government through September. This bill included \$231 million for the Institute of Museum and Library Services. While the “omnibus” bill is encouraging, the ALA is still encouraging library advocates to contact their U.S. Senators to request their signature on a “Dear Appropriator” letter regarding funding of the LSTA and IAL program in FY18.

REPORT OF OFFICERS AND COMMITTEES

- A. Building – No Report.
- B. Finance & Budget – No Report.
- C. Board Development – No Report.
- D. Long Range Planning – No Report.
- E. Technology – No Report.
- F. Policy – No Report.
- G. Friends of the Library – President Becker reminded everyone that the Friends book sale starts May 20 and will run until May 31.

REPORT OF THE EXECUTIVE DIRECTOR

Ms. Kallio reviewed Ms. Cottrill's report for the board. Twenty-one staff members attended a Behavior Management Workshop on April 28. A new interdepartmental Positive Behavior Task Force will develop programs and guidelines to help foster positive behavior with young patrons. Ms. Cottrill will be attending ILA's Directors University June 5-8. The library has purchased a new software product called Niche Academy. This software will enable us to embed tutorials on our website that assist patrons in utilizing e-books, databases, the SWAN online catalog, and other common computer products (e.g., Gmail, Facebook). The software can also be used to create tutorials for staff training. Ms. Cottrill has met with the Leadership Team for an initial reading of the Long Range Plan and discussion of implementation of strategic initiatives, goals, and objectives by department. April 25, Ms. Cottrill met with Ms. Okallau of the Morton Arboretum, Mr. Egizio of the Midlothian Park District, and Public Works Superintendent Mr. Sparrey. Coordination between the Library, the Park District, and the Village on the recruitment and training of a Community Tree Champions team to inventory trees on Park District and Village grounds was discussed. The first such training will be hosted at the library on August 19.

- A. Presentation by Jamie Kallio, Youth Services Manager: "Why Summer Reading" – Ms. Kallio gave a brief overview of the importance of summer reading programs. Children can lose 1-3 months of learning during summer months. Libraries provide access to materials that let children practice essential skills. This practice can contribute to growth and higher scores when returning to school in the fall. Summer reading programs include and encourage children of all reading levels to participate. This shows children that reading can be fun and helps create lifelong library users.

UNFINISHED BUSINESS

None.

NEW BUSINESS

- A. Serving Our Public, Chapter 2: Governance – Reviewed.
- B. Patron Bans – The board reviewed 2 requests from Ms. Cottrill to ban patrons. Ms. Cottrill requests a 1 year ban for a male patron that has been observed hiding alcohol, leaving empty alcohol containers on library property, aggressive and erratic behavior that has resulted in calls to the police and paramedics. On a motion made by Trustee Gray and seconded by Trustee Murawski the board approved a one year ban. 7 ayes and 0 nays. Ms. Cottrill requests a 6 month ban for a female patron that was observed on April 27, by staff, removing books from young adult fiction area and then proceeding to leave the library without checking out the books. Ms. Cottrill requested to search the patron's book bag, the patron refused and left the building. Ms. Cottrill called the police. On a motion made by

Trustee Baker and seconded by Trustee Ceja the board approved a 6 month ban. 7 ayes and 0 nays.

C. Proposal for purchase of a new server –The board reviewed the proposal for replacing the server that failed in March. On a motion made by Trustee Baker and seconded by Trustee Ferguson the board approved \$6,998.63 for the purchase of a new server. 7 ayes and 0 nays.

D. Election of Officers – On a motion made by Trustee Chiz and seconded by Trustee Murawski, Ruth Becker was nominated for the office of Board President and was unanimously elected. 7 ayes and 0 nays. On a motion made by Trustee Murawski and seconded by Trustee Ceja, Brenna Baker was nominated for the office of Secretary and unanimously elected. 7 ayes and 0 nays. On a motion made by Trustee Gray and seconded by Trustee Baker, Louis Ceja was nominated for the office of Treasurer and unanimously elected. 7 ayes and 0 nays.

OTHER BUSINESS

None.

PUBLIC COMMENTS/QUESTIONS

Mr. Murawski congratulated the newly elected and re-elected trustees and their zeal to help the community.

ADJOURNMENT

On a motion made by Trustee Baker and seconded by Trustee Ferguson the meeting was adjourned at 7:34 p.m. 7 ayes and 0 nays.

Respectfully submitted,

Brenna Baker
Secretary
BB/cp