

MINUTES OF THE BOARD OF TRUSTEES
DEKALB PUBLIC LIBRARY
WEDNESDAY, MAY 10, 2017
7:00 p.m.

MEMBERS PRESENT: Virginia Cassidy, Bill Cummings, Wendell Johnson, Janis Kirts, Carolyn Massey, Joe Mitchell, Susan Richter, Gary Vander Meer.

MEMBERS ABSENT: Veronica Garcia-Martinez.

GUESTS: Graham Harwood, Emily Tipps: City of DeKalb Liaison.

CALL TO ORDER

The meeting was called to order at 7:00 p.m.

ADDITIONS/CHANGES TO AGENDA

None

PUBLIC COMMENTS

None

APPROVAL OF MINUTES

Richter moved and Mitchell seconded to approve the April 12, 2017 Board Minutes. Minutes approved.

ANNOUNCEMENTS

Virginia Cassidy announced that her term is up at the end of June 2017 and she will be retiring. Both Johnson and Kirts will ask that terms be renewed.

COMMUNICATIONS

Cassidy sent a letter of support to Ferald Bryan of the DeKalb Masonic Temple advising him that the library would accept the portrait of Jacob Haish on a permanent loan.

REPORTS

- a) Owners' Representative Report. Graham Harwood reported that the AHU is still a problem. Commissioning is done and we are approved. There is still some retention money that will be sent out soon including a small amount for Nagle which will be paid after LEED is finished. The tuck pointing is finished and the amount came in at the correct price. Harwood is asking for a letter from Nagle to send to the State of Illinois that we are at 100% completion. There are still

some problems with the water-too hot or too cold plus grey water. Some rods need to be changed in the unit.

- b) Director's Report. Faulkner had sent her written report. No comments. Some of the security issues with the teens are settling down.
- c) Friends' of the Library-Board Liaison Report. Garcia was not present. Faulkner commented on the fact that a lot of money was raised during the book sale. Friends are funding a lot of programs and we are asking for money for more tables for our meeting rooms.

DISCUSSION/ACTION ITEMS

- a) Report from Policy Committee. Massey reported that the committee met and reviewed the Study Room and Meeting Room policies-which will become two policies instead of one. These policies will be reviewed one more time and brought to the Board in June for approval. One of the changes had to do with having tutors pay an annual fee of \$50.00 to do tutoring. Some of the fees in the Meeting Room policy have been lowered. The committee is reviewing sections of the Personnel Policy.
- b) By-Laws Committee to meet. Wendell Johnson is chair of this committee and a meeting time will be decided.

FINANCE

- a) Approval of April 2017 Monthly Bills. Richter moved and Vander Meer seconded to approve the April monthly bills in the amount of \$33,742.60. Roll call was taken. Ayes: Cassidy, Cummings, Johnson, Kirts, Massey, Mitchell, Richter, Vander Meer. Nays: None. Absent: Garcia. Motion approved.
- b) Financials. It was suggested that a narrative on certain items that are different accompany the financials.
- c) Fundraising Report. Faulkner reported that the report is continually being updated to have it set up correctly.
- d) Debt Repayment. The \$300,000 has been paid on the \$4.5 million dollar loan. About \$30,000 has been repaid towards the \$1.5 million. A \$100,000 needs to be paid by March 2018.

OLD BUSINESS

None

NEW BUSINESS

None

CLOSED SESSION. Mitchell moved to go into closed session to discuss personnel issues as permitted under Illinois Law 5 ILCS 120/2(c)(1). Seconded by Johnson. Roll call. Ayes: Cassidy, Cummings,

Johnson, Kirts, Massey, Mitchell, Richter, Vander Meer. Nays: None. Absent: Garcia. Board in closed session at 8:09 p.m.

CLOSED SESSION REPORT. The Board came out of closed session at 8:20 p.m. Vander Meer moved and Johnson seconded to accept the report of the Personnel Review Committee. Approved.

ADJOURNMENT

The Board adjourned at 8:20 p.m. after a motion by Mitchell and a second by Richter. Approved.

Respectfully submitted,
Patricia Adamkiewicz
Deputy Administrator