

MINUTES OF THE BOARD OF TRUSTEES  
DEKALB PUBLIC LIBRARY  
WEDNESDAY, June 14, 2017  
7:00 p.m.

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

**MEMBERS ABSENT:** None.

**GUESTS:** Joshua McCarthy, Theresa Winterbauer, Mayor Jerry Smith.

**CALL TO ORDER**

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

**ADDITIONS/CHANGES TO AGENDA**

None

**PUBLIC COMMENTS**

Mayor Jerry Smith thanked the Board for their service. He said that the library was the catalyst in the City of DeKalb. Mayor Smith said that he would support the Library Board.

**APPROVAL OF MAY 2017 BOARD MINUTES**

Richter move and Garcia seconded to approve the May 10, 2017 Board Minutes. Minutes approved.

**ANNOUNCEMENTS**

- a) Presentation Ceremony for the Haish Plaque will be June 17, 2017 at 10:30 am in the Courtyard.
- b) Board Training dates:
  - 1) August 5, 2017 (Saturday 10:00 a.m.) at Hinckley P.L.-Duties and Director's Duties for Library
  - 2) October 21, 2017 (Saturday 10:00 a.m.) at Hinckley P.L.-Library Law for Trustees
- c) LEED: We have been awarded LEED Certified. The library is looking for a plaque of some type to display in the Library.

## COMMUNICATIONS

Nagle Hartray won the 2017 AIA Mies vander Rohe Innovation in Library Design Award for the design of our library. An award ceremony is being planned and will be held at DKPL.

## REPORTS

- a) Director's Report. Emily Faulkner announced that instead of Harry Potter Day the library will be doing a Science, Technology, Engineering, Arts & Math (STEAM) event. Faulkner reported she is receiving quotes for updating the Website and they are working on different ideas for a new logo.
  - 1) Theresa Winterbauer presented information on Summer Reading. The Youth Department has already reached their goal of over 1000 readers. The Teens have 75 signed up. There are many programs planned for Summer Reading. The latest program 'Hillbilly Science' had 134 in attendance. There have been many sponsors for prizes from the community.
  - 2) Joshua McCarthy talked about his programming for the Collaboration Studio. His Tinker Cad class has had 50 sessions so far. The Fidget Spinners have been a great success and they are on sale. STEAM Day will be September 8, 2017.
  - 3) Director's University Recap. Faulkner reported that the session from Monday through Thursday were non-stop sessions. She has learned many new things which will take probably over the next several years to incorporate.
- b) Report from Liaison for Friends of the Library. Veronica Garcia mentioned that the Friends were giving money to the library to buy more tables. They have also been funding Summer Reading Programs.

## DISCUSSION/ACTION ITEMS

- a) Non Resident Fees Determination

Robert Aspatore did the computation for the non-resident fees for this year and it has come out to be the same as last year. Richter moved and Vander Meer seconded to approve the non-resident fees. Approved. \$118.89 for Family and \$49.13. (The calculation was done by the Tax Computation Method).

- b) Adopt Prevailing Wage Ordinance from the City of DeKalb.

Johnson moved and Massey seconded to approve the Prevailing Wage Ordinance. Motion approved.

- c) Review Parking Situation with Churches. This is an FYI that each church in area will be sent a letter advising them that they can use our parking lot on Sunday Mornings.

- d) Policy Review Committee Report. Massey reported on the meeting. The Study Room Use Policy and the Meeting Room Policy have been separated into two policies. The big change is that the Policy will be a short statement (which the Board has to approve) and then followed by the procedures. This is done so that if changes need to be made to procedures that can be done and then notify the Board. There were changes to the fees in the Meeting Room Procedures. Richter moved and Johnson seconded to approve both policies. Motion approved. The Committee is also working on the Personnel Policy. Tutoring will also be a separate policy.
- e) By-Laws Committee Report. The Committee met just before the Board Meeting. The By-Laws were reviewed and there are no changes.

#### **FINANCE**

- a) Approval of MAY 2017 Monthly Bills. Richter moved to approve the May 2017 monthly bills in the amount of \$24,202.61, seconded by Cummings. Roll Call was taken. Ayes: Cassidy, Cummings, Garcia, Johnson, Kirts, Massey, Mitchell, Richter, Vander Meer. Motion approved.
- b) Financials. No comments were made on the financials.
- c) Fundraising Report. Emily Faulkner reported on fundraising. The numbers have been checked and verified and the report is easier to read.

#### **OLD BUSINESS**

None

#### **NEW BUSINESS**

- a) Officer Election in July. Since Virginia Cassidy, President, will be retiring at the end of June, a new President will have to be elected at the beginning of the July Meeting to fulfill her term. Cassidy handed out the procedure for that election.
- b) Virginia Cassidy was honored with a book of photographs from the library and a model of the library. The Board had cake in her honor.

#### **ADJOURNMENT**

The Board adjourned at 8:30 p.m.

Respectfully submitted,  
Patricia Adamkiewicz  
Deputy Administrator