

MINUTES OF THE BOARD OF TRUSTEES
DEKALB PUBLIC LIBRARY
WEDNESDAY, JANUARY 10, 2018
7:00 P.M.

MEMBERS PRESENT: Joan Burger, Bill Cummings, Carolyn Massey, Susan Richter, Gary Vander Meer

MEMBERS ABSENT: Wendell Johnson, Janis Kirts, Joe Mitchell

CALL TO ORDER:

The meeting was called to order at 7:00 p.m. Cummings as acting president in place of Johnson.

ADDITIONS/CHANGES TO AGENDA:

None.

PUBLIC COMMENTS:

None.

APPROVAL OF MINUTES:

- a) December 13, 2017 Board Minutes
 - Richter moved and Vander Meer seconded to approve minutes as presented. Minutes approved.

ANNOUNCEMENTS:

- a) The unveiling of the new website and logo has been pushed back to mid-February. Likewise, the donor recognition event has been moved to February 16.
- b) The library's new accountant will be present at the February board meeting.
- c) The Director will give a report on the library's financials to City Council on February 12.
- d) The library has received a check from the State of Illinois for around \$3.4 million. Once paperwork is complete, the library will receive the remaining grant money owed from the State.
- e) Representative Bob Pritchard and the library will host a celebration for getting the final installment of the grant money on Friday, February 2 at 10:30 a.m.

COMMUNICATIONS:

- a) The library received a letter from the City of DeKalb about the potential change to the TIF district.

REPORTS:

- a) Director's report

- b) Friends of the Library liaison report from the Director
 - The Friends of the Library approved funding requests for additional programs
 - The Friends approved the funding request for the library's annual movie license

FINANCE:

- a) Approve monthly December 2017 bills
 - Director to look into the DeKalb Mechanical bill
 - Moved by Richter and seconded by Burger to approve December bills. Roll Call taken. AYES: Burger, Cummings, Massey, Richter, Vander Meer. NAYS: None. ABSTENTIONS: None. Bills approved.
- b) Financials
 - The library will get the last set of financial documents from Chilton and will then be moving to a new accountant.
- c) Fundraising report
 - Report disbursed on December appeal mailing.
 - Request from Board to add a card with additional information about donating online via credit card to mailings.

DISCUSSION/ACTION ITEMS:

- a) Review of Standards for Libraries – Chapter 7 – REVIEWED
- b) Review of Trustee Facts File – Chapter 8 – REVIEWED
- c) Approve updated Sexual Harassment Policy
 - Moved by Richter and seconded by Massey to approve policy. Policy approved.
- d) Approve Investment Policy
 - Moved by Richter and seconded by Massey to approve policy. Policy approved.
- e) Discuss Finance and Fundraising
 - Overview on tax levy and remittance scenarios
 - Special meeting of the Board set for Wednesday, January 24 at 7:00 p.m. to discuss scenarios

OLD BUSINESS: None

NEW BUSINESS: None

ADJOURNMENT: Vander Meer moved and Massey seconded for the Board meeting to adjourn. Motion passed. The Board adjourned at 7:58 p.m.

Respectfully submitted,

Samantha Hathaway