

PLAINFIELD PUBLIC LIBRARY DISTRICT
MINUTES OF BOARD MEETING
MAY 17, 2017

CALL TO ORDER, PLEDGE, ROLL CALL: The meeting of May 17, 2017, was called to order at 6:32 p.m. in the Library's Small Meeting Room at 15025 S. Illinois Street. The Pledge of Allegiance was recited. Roll call was conducted. Regular members present: Gilmore, Anandel, Knight, Miller, Gilles, Kinley, and Schmidt. Absent: None. Staff present: Lazzaro, Ling, Newbury, Smith (all left at 6:38 p.m.), Agne (left at 7:44 p.m.), Pappas, and Hartley. Guests present: Seven students from Plainfield high schools (all left at 7:44 p.m.).

SPECIAL RECOGNITION: The Board and Head of Technical Services, Linda Ling, recognized Peggy Lazzaro for her twenty years of service to the Library.

PUBLIC COMMENT: None

Trustee Attendance at Community Events: Trustee Kinley discussed the partnership the Historical Society has with School District 202 and the Foundation for Excellence in arranging historic walks for the 3rd graders in Plainfield. She and Gilmore volunteer for these field trips.

OATH OF OFFICE: Knight, Miller, Schmidt, and Gilles were sworn in to their four year terms.

ELECTION OF BOARD OFFICERS: The Nominating Committee met and recommended the retention of the current slate of officers as follows: President - Gilmore, Vice-President - Anandel, Secretary - Knight, Treasurer - Miller. No nominations were received from the floor. Trustee Kinley moved to accept the slate of officers as presented by the Nominating Committee. Schmidt seconded the motion. Motion passed by voice vote.

COMMITTEE APPOINTMENTS: Gilmore made the following committee appointments:
Building & Grounds: Schmidt (chair), Knight, Miller
Finance: Miller (chair), Anandel, Gilles
Personnel: Kinley (chair), Anandel, Schmidt

CONSENT AGENDA: Gilmore accepted the April 19, 2017, regular and executive session minutes, the open and release of the August 19, 2015 Committee of the Whole and September 9, 2015 Special Meeting Executive Sessions, and the destruction of recordings for the July 15, 2015 Regular Board, August 19, 2015 Committee of the Whole, and August 19, 2015 Regular Board Meetings.

Anandel moved approval of Bills Paid and Bills Payable for April in the amount of \$244,593.44 as follows: Payroll \$126,317.73, General Library Bills \$117,242.85, IMRF \$.00, VALIC (Deferred Compensation) \$445.00, Petty Cash \$.00, Flexible Spending Plan \$587.86 and Special Reserve Fund \$.00. Kinley seconded the motion. All voted yes via roll call vote; motion carried.

COMMITTEE REPORTS: The Personnel Committee report of the April 24, 2017 meeting was presented. The Committee recommendation is to amend the Library Director job description's qualifications in order to be proportional with area libraries. A Personnel Committee meeting date is set for May 24 at 7 p.m. in the Small Meeting Room. The Finance Committee report of the February 22, 2017 meeting was presented. The Committee recommendation is to accept the amended Working Budget FY2018 as presented in the May 17, 2017 board packet.

LIBRARY DIRECTOR'S REPORT: Pappas reported on the insurance needs for the upcoming Farmers Market and will forward electronic copies of insurance certificates once received. Pappas spoke with the police department regarding their resident block party procedure and the Library's possible aligning interest. The landscaping in front of the library is in need of improvement; Pappas suggested the Building & Grounds Committee could provide direction. Pappas reminded the Board

and encouraged the guests to attend the Library's fundraiser at Potbelly Sandwich Shop on June 7, 2017. Twenty-five percent of all purchases made between 5:00 p.m. and 8:00 p.m. will be donated to the Plainfield Public Library District.

ACTION ITEMS

A. Unfinished Business

1. ATLAS Annual Trustee Workshop Attendance - Two trustees are a possibility and two trustees, Gilmore and Kinley, confirmed their attendance at the workshop.

Miller moved the approval of funds, up to \$60.00, for up to four trustees to attend the workshop. Schmidt seconded the motion. All voted yes via roll call; motion carried.

B. New Business

1. Building Assessment Summary - Agne provided a summary on the recent building assessment and prepared a timeline and costs report. The compressor was already completed due to urgency, some of the other items can be done in house, and the Building & Site Committee will meet to review the remaining items.
2. Ordinance 2017-3 Public Meeting Ordinance - Miller moved to approve Ordinance 2017-3 titled Public Meetings Ordinance of the Plainfield Public Library District Will and Kendall Counties, Illinois for Fiscal Year July 1, 2017 to June 30, 2018. An del seconded the motion. All voted yes via roll call vote; motion carried.
3. Ordinance 2017-4 Prevailing Wage Ordinance - Kinley moved to approve Ordinance 2017-4 titled Prevailing Wage Ordinance Plainfield Public Library District Will and Kendall Counties, Illinois for Fiscal Year July 1, 2017 to June 30, 2018. An del seconded the motion. All voted yes via roll call vote; motion carried.
4. Non-Resident Fee Card Participation for FY18 - Miller moved to approve the Nonresident Fee Card Participation for FY18 using the tax bill method. Knight seconded the motion. All voted yes via roll call vote; motion carried.
5. Library Director Job Description Amendment - Gilmore moved to approve the amendment of the Library Director job description's qualifications per the Personnel Committee recommendation. An del seconded the motion. All voted yes via roll call vote; motion carried.
6. Working Budget FY2018 - After Pappas presented revised consolidation recommendations from Ehler's financial advisors, Gilmore tabled a motion until the regular June meeting.

ADJOURNMENT TO EXECUTIVE SESSION: Miller moved to adjourn to Executive Session pursuant to 5 ILCS 120/2 (c) (5) - Purchase or Lease of Real Property and 5 ILCS 120/2 (c) (11) Pending Litigation. Knight seconded the motion. All voted yes via voice vote; motion carried.

Board adjourned to executive session at 7:50 p.m. and returned from executive session at 8:31 p.m.

RECOMMENDATION OF EXECUTIVE SESSION: Approve \$3,036.79 settlement cost to avoid incurring additional attorney fees in excess of settlement cost.

An del moved to approve the settlement payment of \$3,036.79. Knight seconded the motion. All voted yes via roll call vote; motion carried.

ADJOURNMENT: Schmidt moved to adjourn; Gilles seconded the motion. All voted yes via voice vote; motion carried. The meeting adjourned at 8:33 p.m.

Respectfully submitted,

Aimee Hartley
Recording Secretary

Respectfully submitted,

Vicki Knight
Board Secretary