

**PLAINFIELD PUBLIC LIBRARY DISTRICT
MINUTES OF BOARD MEETING
JANUARY 17, 2018**

CALL TO ORDER, PLEDGE, ROLL CALL: The meeting of January 17, 2018, was called to order at 6:30 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, Andel, Knight, Miller, Gilles, Kinley, and Schmidt. Absent: None. Staff present: Pappas, Hartley, Kohn (left at 7:28), and Lane (left at 7:28). Guests present: Tracey Willer (left at 6:37).

SPECIAL RECOGNITION: Tracey Willer was recognized for her efforts and dedication in support of the Library through ExxonMobil volunteer grants.

PUBLIC COMMENT: None.

Trustee Attendance at Community Events: Attendance at various events was discussed. Knight presented the Friends of the Library's Chipotle fundraising results: \$378 was raised at 12720 S. Illinois Route 59 in Plainfield. Also discussed was the option to choose the Friends of the Library as a donation recipient through Amazon Smiles at <https://smile.amazon.com/>. Amazon will donate 0.05% of the price of eligible purchases.

CONSENT AGENDA: Gilmore accepted the amended minutes of the December 13, 2017, Regular meeting and Executive session.

Schmidt moved approval of Bills Paid and Bills Payable for December in the amount of \$270,977.05 as follows: Payroll \$122,705.00, General Bills \$101,188.77, IMRF \$45,231.77, VALIC \$690.00, Petty Cash \$.00, Flexible Spending Plan \$1161.51, Special Reserve Fund \$.00. Andel seconded the motion, all voted yes via roll call vote; motion carried.

COMMITTEE REPORTS: The Finance Committee's midyear budget review report is expected to be available for the February regular meeting. The Committee of the Whole meeting will be held on March 7, 2018 in the Large Meeting room at 6:30 p.m.

LIBRARY DIRECTOR'S REPORT: Pappas reported that Library users saved \$7,611,017.75 in 2017. Plainfield High School Central campus yearbooks from 1949 to 2000, Plainfield phone directories from 1928-1946, and the Georgia Lockwood Collections including nearly 100 years of Plainfield history are now all available on the Library's website. The Board requested future department reports to include the authors' names and avoid the use of library acronyms and jargon.

ACTION ITEMS

A. New Business

1. Ordinance 2018-1 Ordinance Annexing Territory - there is no update or action on this unserved Wheaton Township property. The Board will give the owner more time to respond.
2. Security Camera Policy - this new policy has been vetted by the Library's attorney. The Board required public requests for outside camera footage be addressed in the policy; and, will approve the policy with the understanding this addition will be made.

Miller moved to adopt the Security Camera Policy. Andel seconded the motion, all voted yes via roll call vote; motion carried.

3. Library Card Replacement Fee – Pappas suggested eliminating the replacement card fee cost as it can be an unnecessary barrier for services.
Knight moved to approve the elimination of the library card replacement fee. Miller seconded the motion, all voted yes via roll call vote; motion carried.
4. Extended Hours for Fandom Fest, April 28 – the Library’s first Fandom Fest is a weeklong all ages celebration; and includes interested local businesses. The Library would like to host an after-hours fashion show for all ages on Saturday, April 28 at 6:00 p.m. The Library plans to close at its normal 5:00 p.m. time and reopen for the fashion show only.
Gilles moved to approve extended hours on April 28, 2018 from 6:00 p.m. to 9:00 p.m. for the Fandom Fest Finale Fashion Show. Knight seconded the motion, all voted yes via voice vote; motion carried.
5. Board of Trustees Spending Approvals – in support and behalf of the Library, the Board discussed attendance at various relevant events:
State of the Village Luncheon, January 24, 2018
Miller moved to approve the attendance of two trustees at the State of the Village Luncheon for a total of \$70.00. Schmidt seconded the motion, all voted yes via roll call vote; motion carried.
Legislative Breakfast, February 16, 2018
Andel moved to approve the attendance of two trustees at the Illinois Library Association’s Legislative Breakfast for a total of \$50.00. Knight seconded the motion, all voted yes via roll call vote; motion carried.
ILA Trustee Forum Workshop, February 17, 2018
Kinley moved to approve the attendance of three trustees at the Illinois Library Association’s Trustee Forum Workshop for a total of \$385.00. Andel seconded the motion, all voted yes via roll call vote; motion carried.
To represent the Library at events, the Board reviewed and discussed commercial apparel options with the Library’s logo.
Knight moved to approve the cost of commercial logo apparel not to exceed \$600.00. Schmidt seconded the motion, all voted via roll call vote. Yes: Andel, Gilles, Gilmore, Kinley, Knight, Schmidt. No: none. Abstain: Miller. Motion carried.

ADJOURNMENT TO EXECUTIVE SESSION: The Board did not adjourn to executive session.

ADJOURNMENT: Miller moved to adjourn; Knight seconded the motion. All voted yes via voice vote, motion carried. The meeting adjourned at 7:35 p.m.

Respectfully submitted,

Respectfully submitted,

Aimee Hartley
Recording Secretary

Vicki Knight
Board Secretary