

## **Minutes**

### **1. Call to order**

President Reshkin called the meeting to order at 7:00 p.m. Secretary Snyder was physically present.

### **2. Roll call/Trustee requests to attend meeting via electronic means**

Upon roll call, Trustees Boland, Jefferson, Polka, Reshkin, Rodgers, Snyder, and Vanderhoek were physically present.

### **3. Introduction of visitors**

Also in attendance were Director Anthony Auston, Assistant Director Maureen Galvan, Assistant Director Melissa Gardner, Finance Manager Regina Stapleton, Librarian Tracy Padal, Administrative Coordinator Deborah Pettersen, Friends Representative Mark Hamlen, TAB Liaison Emily Steinebrey, Jeffrey Westhoff, Peter (Sung) Cho, Debby Brauer, and Valerie Sherman.

### **4. Minutes of previous meetings**

#### **A. Approval of minutes: Regular Meeting of December 14, 2016**

Trustee Snyder moved, seconded by Trustee Vanderhoek, approval of the minutes of the Regular Meeting of December 14, 2016 as presented.

Roll call vote:

Ayes: Boland, Jefferson, Polka, Reshkin, Rodgers, Snyder, and Vanderhoek.

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

### **5. Financial report and authorization of expenditures**

#### **A. Approval of Warrant 2017-7 in the amount of \$570,683.34**

Trustee Jefferson moved, seconded by Trustee Polka, that the Treasurer's financial report for the month ending December 31, 2016 be received and filed for audit and that Warrant 2017-7 for the month of January, 2017 in the amount of \$570,683.34, be approved and authorized for disbursement.

Roll call vote:

Ayes: Boland, Jefferson, Polka, Reshkin, Rodgers, Snyder, and Vanderhoek.

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

B. Ratification of Contracts

1. Northwest Community Healthcare, annual lease for Rand Road Branch in the amount of \$590.00 per month, for a total of \$7,080.00

Trustee Jefferson moved, seconded by Trustee Vanderhoek, approval of the contract with Northwest Community Healthcare for the annual lease for the Rand Road Branch in the Community Resource Center, in the amount of \$590.00 per month, for a total of \$7,080.00.

Roll call vote:

Ayes: Boland, Jefferson, Polka, Reshkin, Rodgers, Snyder, and Vanderhoek.

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

C. Receipt of mid-year financial statement

Trustee Jefferson reported he received the mid-year financial statement.

6. **President's report**

- A. Approval of trustee attendance at February 18, 2017 ILA Trustee Forum workshop, in the amount of \$135 per person

Trustee Reshkin moved, seconded by Trustee Polka, approval of trustee attendance at the February 18, 2017 ILA Trustee Forum workshop, in the amount of \$135 per person.

Roll call vote:

Ayes: Boland, Jefferson, Polka, Reshkin, Rodgers, Snyder, and Vanderhoek.

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

B. Approval of trustee attendance at February 20, 2017 annual Legislative Breakfast, in the amount of \$25 per person

Trustee Reshkin moved, seconded by Trustee Jefferson, approval of trustee attendance at the February 20, 2017 annual legislative breakfast, in the amount of \$25 per person.

Roll call vote:

Ayes: Boland, Jefferson, Polka, Reshkin, Rodgers, Snyder, and Vanderhoek.

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

C. Review of Library Board advocacy activities

Trustee Snyder reported he attended the "Get To Know Your Sikh Neighbor" event at the Palatine Public Library District on January 8, 2017.

The State of the Village for the Village of Palatine is scheduled for January 25, 2017. It is a great opportunity to meet local politicians and village administrators.

The Community Connection Committee held its first meeting on January 11, 2017.

President Reshkin reported that meetings for the Committee to Inventory Contents of Lockbox and the Committee to Review Closed Session Minutes are scheduled. Both committees will report at the February meeting.

**7. Public comment**

None.

**8. Director's report**

A. FY 2016/17 Strategic Plan second quarter update

The FY 2016/2017 Strategic Plan second quarter update is included in the January Director's Report.

B. Review and approval of Long Range Plan, Fiscal Years 2017-2021

Trustee Boland moved, seconded by Trustee Jefferson, approval of the Long Range Plan, Fiscal Years 2017-2021 as presented.

After discussion, Trustee Boland withdrew her motion.

Trustee Boland moved, seconded by Trustee Vanderhoek, approval of the Long Range Plan, Fiscal Years 2017-2021 as amended.

Roll call vote:

Ayes: Boland, Jefferson, Polka, Reshkin, Snyder, and Vanderhoek.

Nays: Rodgers

Abstain: Reshkin

Absent: None. **Motion carried.**

## 9. Other Reports

### A. Friends of the Palatine Library

Friends Representative Hamlen reported 118 volunteer hours for the month of December. The February sale is scheduled for February 17, 18, and 19, 2017.

### B. Palatine Public Library District Foundation

The Foundation is scheduled to meet on Monday, January 16, 2017. They will discuss their Dine and Share scheduled for Photos on April 26, 2017.

### C. RAILS

Trustee Snyder highlighted several educational events, including a webinar titled "Early Literacy and the Library" on February 7, 2017, a workshop titled "Serving Patrons with Dementia" on February 10, 2017, and a live/streaming program titled "Librarians vs. Fake News" on January 31, 2017.

### D. Teen Advisory Board

TAB Liaison Steinebrey reported that at the January TAB meeting items discussed included the schedule for TAB, boosting attendance at teen programs, and suggestions for Summer Reading volunteers. All TAB members have signed up for the Winter Reading program.

### E. Policy Committee

#### 1. Review and approval of proposed revisions to Policy 8-8: Meeting Rooms

Trustee Vanderhoek moved, seconded by Trustee Rodgers reapproval of Policy 8-8: Meeting Rooms.

Roll call vote:

Ayes: Boland, Jefferson, Polka, Reshkin, Rodgers, Snyder, and Vanderhoek.

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

2. Review and approval of proposed revision to Appendix 12:  
Hours of Operation

Trustee Boland moved, seconded by Trustee Reshkin, approval of the proposed revisions and reapproval of all other sections of Appendix 12: Hours of Operation as presented, effective March 1, 2017.

Roll call vote:

Ayes: Boland, Jefferson, Polka, Reshkin, Rodgers, Snyder, and Vanderhoek.

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

**10. Correspondence**

Correspondence regarding the Boopsie app was forwarded to staff.

**11. Unfinished business**

None.

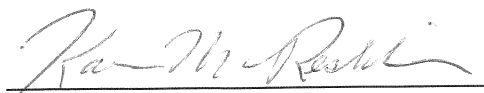
**12. New business – for announcement, deliberations, and/or discussion  
no official action will be taken**

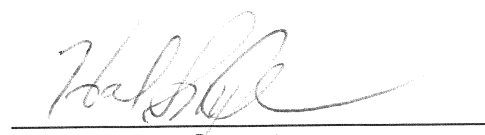
None.

**13. Adjournment**

President Reshkin adjourned the meeting at 7:44 p.m.

Approved: Feb 8 2017

  
Karen M. Reshkin, President

  
Hal Snyder, Secretary