



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, Snyder, and Vanderhoek were physically present. Trustee Rodgers was absent. There was no trustee request to attend via electronic means.

3. Introduction of visitors

Also in attendance were Director Anthony Auston, Assistant Director Maureen Galvan, Assistant Director Melissa Gardner, Finance Manager Regina Stapleton, Administrative Coordinator Deborah Pettersen, staff member Xiang Li, Friends Representative Jill Jensen, Gail Van Daele, Debby Brauer, Judy Bahary, Adam Brauer, Tom Brauer, Sharon Damisch, Bridie Damisch, Jeanette Westhoff, Jeffrey Westhoff, Valerie Sherman, and Mike O'Regan.

4. Secretary's certification of membership of the Board of Library Trustees

Secretary Snyder stated:

I hereby certify that the following constitutes the Board of Trustees of the Palatine Public Library District, commencing Wednesday, June 14, 2017: Tracy Boland, Debby Brauer, Bruce Jefferson, Valerie Sherman, Hal Snyder, Andrea Vanderhoek, and Jeffrey Westhoff.

5. Administration of oath of office

Secretary Snyder administered the oath of office to Trustees Brauer, Jefferson, Sherman, Vanderhoek, and Westhoff.

6. Election of pro tempore officers

Trustee Snyder moved, seconded by Trustee Vanderhoek, that the Board elect Bruce Jefferson as President Pro Tempore, Andrea Vanderhoek as Vice

President Pro Tempore, Tracy Boland as Secretary Pro Tempore, and Hal Snyder as Treasurer Pro Tempore.

Roll call vote:

Ayes: Boland, Brauer, Jefferson, Sherman, Snyder, Vanderhoek, and Westhoff.

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

7. Roll call

Upon roll call, Trustees Boland, Brauer, Jefferson, Sherman, Snyder, Vanderhoek, and Westhoff were physically present.

8. Report of the nominating committee

A. Presentation of slate of officers

President Pro Tempore Jefferson presented the following slate of officers:

President:	Bruce Jefferson
Vice-President:	Andrea Vanderhoek
Treasurer:	Hal Snyder
Secretary:	Jeffrey Westhoff

B. Election of officers

Trustee Vanderhoek moved, seconded by Trustee Boland, that the Board elect the slate of officers as presented with each serving a term of two years, commencing on June 14, 2017.

Roll call vote:

Ayes: Boland, Brauer, Jefferson, Sherman, Snyder, Vanderhoek, and Westhoff.

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

President Jefferson stated Trustee Snyder would serve as Secretary Pro Tempore and Trustee Jefferson would serve as Treasurer Pro Tempore for the remainder of the meeting.

9. Minutes of previous meetings

- A. Approval of minutes: Community Connection Committee Meeting of April 12, 2017, Regular Meeting of May 10, 2017, Community Connection Committee Meeting of May 10, 2017, Special Meeting of May 10, 2017, Special Meeting of May 31, 2017, and the Nominating Committee Meeting of June 5, 2017

Trustee Snyder moved, seconded by Trustee Brauer, approval of minutes of the Community Connection Committee Meeting of April 12, 2017, the Regular Meeting of May 10, 2017, the Community Connection Committee Meeting of May 10, 2017, the Special Meeting of May 10, 2017, the Special Meeting of May 31, 2017, and the Nominating Committee Meeting of June 5, 2017, as presented.

Roll call vote:

Ayes: Boland, Brauer, Jefferson, Sherman, Snyder, Vanderhoek, and Westhoff.

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

10. Financial report and authorization of expenditures

- A. Approval of Warrant 2017-12 in the amount of \$522,136.90

Trustee Jefferson moved, seconded by Trustee Boland, that the Treasurer's financial report for the month ending May 31, 2017 be received and filed for audit and that Warrant 2017-12 for the month of June, 2017 in the amount of \$522,136.90, be approved and authorized for disbursement.

Roll call vote:

Ayes: Boland, Brauer, Jefferson, Sherman, Snyder, Vanderhoek, and Westhoff.

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

- B. Ratification of Contract

1. Renewal of annual contract with SimplexGrinnell for provision of fire alarm maintenance in the amount of \$5,000.00

Trustee Boland moved, seconded by Trustee Vanderhoek, renewal of annual contract with SimplexGrinnell for provision of fire alarm maintenance in the amount of \$5,000.00.

Roll call vote:

Ayes: Boland, Brauer, Jefferson, Sherman, Snyder,
Vanderhoek, and Westhoff.

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

11. President's report

A. Appoint Committee to Review Open and Closed Session Minutes

Trustees Boland (Chair), Brauer, and Sherman were appointed to the Committee to Review Open and Closed Session Minutes.

B. Review of Library Board advocacy activities

Trustee Snyder encouraged trustees to participate in the Palatine 4th of July Parade on Saturday, July 1, 2017.

President Jefferson presented Director Auston with a commemorative plaque and proclamation, thanking him for his leadership as Director of the Library.

12. Public comment

None.

13. Director's report

A. Update on financial plan and Ehlers financial advisory services

Director Auston reviewed the financial plan from Ehlers Financial Advisory Services. Representatives from Ehlers will present their preliminary long range financial plan to the Board at the July 12, 2017 meeting.

B. Per capita grant review: required review of Serving Our Public standards, Chapter 12, "Safety"

Director Auston reviewed requirements for applying for the Illinois Per Capita Grant. He reviewed *Serving Our Public* standards, Chapter 12, "Safety". The Library is in compliance with the required standards.

C. Preview of the proposed Technology Plan activities for Fiscal Year 2017-2018

Assistant Director Gardner provided a preview of the proposed Technology Plan activities for FY 2017-2018. Important components include the website redesign, replacement of the 1st floor digital display monitors, and replacement of 3 primary servers.

D. Adoption of Ordinance 2017-04, regarding prevailing wages

Trustee Boland moved, seconded by Trustee Snyder, adoption of Ordinance 2017-04, an ordinance adopting the prevailing wage rates for laborers, workers and mechanics employed on Public Works Projects in the Palatine Public Library District.

Roll call vote:

Ayes: Boland, Brauer, Jefferson, Sherman, Snyder,
Vanderhoek, and Westhoff.

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

E. Adoption of Ordinance 2017-05, regarding the intention to levy for the Building and Maintenance Fund

Trustee Vanderhoek moved, seconded by Trustee Boland, adoption of Ordinance 2017-05, an ordinance authorizing levy of an additional tax for the purchase of sites and buildings, for the construction and equipment of buildings, for the rental of buildings required for Library purposes, and for the maintenance, repairs and alteration of the Library building and equipment.

Roll call vote:

Ayes: Boland, Brauer, Jefferson, Sherman, Snyder,
Vanderhoek, and Westhoff.

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

14. Other Reports

A. Friends of the Palatine Library

Friends representative Jensen reported 233 volunteer hours for the month of May. The next sale is June 16, 17, and 18, 2017.

B. Palatine Public Library District Foundation

The Foundation will meet on Friday, June 16, 2017, to discuss future fundraising ideas.

C. RAILS

Trustee Snyder recommended attending the Community Engagement Networking Group meeting on July 13, 2017, at the LaGrange Public Library.

Trustee Brauer will serve as the new RAILS Liaison.

D. Budget Committee

1. Review and approval of Working Budget for Fiscal Year 2017-2018

Trustee Vanderhoek moved, seconded by Trustee Boland, approval of the Working Budget for Fiscal Year 2017-2018 as presented.

Roll call vote:

Ayes: Boland, Brauer, Jefferson, Sherman, Snyder, Vanderhoek, and Westhoff.

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

15. Closed session for the purpose of discussion of the appointment, employment, compensation, discipline, performance or dismissal of a specific employee in compliance with 5 ILCS 120/2(c)(1)

Trustee Vanderhoek moved, seconded by Trustee Boland, that the Board go into closed session for the purpose of discussion of the appointment, employment, compensation, discipline, performance or dismissal of a specific employee in compliance with 5 ILCS 120/2(c)(1).

Roll call vote:

Ayes: Boland, Brauer, Jefferson, Sherman, Snyder, Vanderhoek, and Westhoff.

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

The Board went into closed session at 8:37 p.m. and reconvened to open session at 9:52 p.m.

16. Correspondence

None.

17. Unfinished business

None.

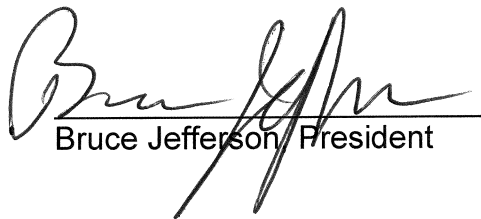
**18. New business – for announcement, deliberations, and/or discussion
no official action will be taken**

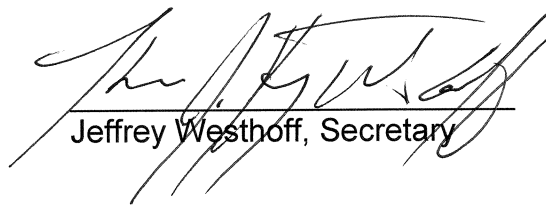
Trustees Vanderhoek and Sherman will be presenting the summary of Board advocacy activities in future regular monthly meetings of the Board.

19. Adjournment

President Jefferson adjourned the meeting at 10:12 p.m.

Approved: 7-12-17


Bruce Jefferson, President


Jeffrey Westhoff, Secretary