



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, Popular Materials Manager Kathy Burns, Administrative Coordinator Deborah Pettersen, Library Associate Gale Ree, Friends Representative Mark Hamlen, Teen Advisory Board Representative Emily Steinebrey, Debby Brauer, Valerie Sherman, and Jeffrey Westhoff.

4. Minutes of previous meetings

A. Approval of minutes: Regular Meeting of March 8, 2017, and Special Meeting of March 11, 2017

Trustee Snyder moved, seconded by Trustee Vanderhoek, approval of the minutes of the regular meeting of March 8, 2017, and the Special Meeting of March 11, 2017 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 2017-10 in the amount of \$504,867.39

Trustee Jefferson moved, seconded by Trustee Rodgers, that the Treasurer's financial report for the month ending March 31, 2017 be received and filed for audit and that Warrant 2017-10 for the month of April, 2017 in the amount of \$504,867.39, 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 contract

1. Annual contract with Complete Cleaning Company for cleaning of the Main Library and North Hoffman Branch in the amount of \$5,885 per month, for a total of \$70,620.00

Trustee Jefferson moved, seconded by Trustee Boland, ratification of the annual contract with Complete Cleaning Company for the cleaning of the Main Library and the North Hoffman Branch in the amount of \$5,885 per month, for a total of \$70,620.

Roll call vote:

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

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

6. President's report

A. Reminder of date for volunteer recognition luncheon

The Volunteer Recognition Luncheon is on Tuesday, April 18, 2017 at 11:30 a.m. in Meeting Room 1.

B. Reminder to file statement of economic interest

Trustees must file their Statement of Economic Interest by May 1, 2017.

C. Review of Library Board advocacy activities

Trustee Vanderhoek reported she recently attended library advocacy events in both Washington, DC, and Springfield, Illinois.

Trustee Snyder reported he continues to advocate for the Library through local political groups.

7. **Public comment**

None.

8. **Director's report**

A. Fiscal Year 2016-2017 Strategic Plan goals progress report

Director Auston reviewed the Strategic Plan goals progress for the 3rd Quarter.

B. Review and approval of Fiscal Year 2017-2018 Strategic Plan

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

Roll call vote:

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

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

C. Review and approval of contract with Ehlers & Associates Inc. for financial management planning and municipal financial advisory services in the amount of \$12,500

Trustee Vanderhoek moved, seconded by Trustee Polka, approval of the contract with Ehlers & Associates Inc. for financial management planning and municipal financial advisory services in the amount of \$12,500.

Roll call vote:

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

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

9. Other Reports

A. Friends of the Palatine Library

Friends Representative Hamlen reported 181 volunteer hours for the month of March. The next sale is June 16, 17, and 18, 2017. The next Board meeting is May 31, 2017.

B. Palatine Public Library District Foundation

Trustee Jefferson reported the next meeting of the Foundation is Friday, April 14, 2017. The Photos Dine and Share is Wednesday, April 26, 2017.

C. RAILS

Trustee Snyder reported that April 13, 2017 is "Take Action for Libraries Day", sponsored by the American Library Association.

The annual ATLAS Trustee Workshop scheduled for June 3, 2017 at the Green Hills Public Library (Palos Hills, IL).

D. Teen Advisory Board

TAB Representative Steinebrey reported TAB's Superhero Fanfest was a success. At their last board meeting, TAB discussed themes for the Teen Lounge and fall programs.

E. Policy Committee

1. Review of proposed revisions to Policy 1: Policy Development; and Appendix 15: Guidelines for the Development and Implementation of Policies

Director Auston reviewed the proposed revisions to Policy 1 and Appendix 15. Policy 1 and Appendix 15 will be on the May agenda for review and approval.

2. Review and approval of proposed revisions to Policy 11: Privacy Policy; Appendix 22: Officer's Request for Confidential Information; and Mission Statement

Trustee Vanderhoek moved, seconded by Trustee Rodgers, approval of the proposed revisions and reapproval of all other sections to Policy 11: Privacy Policy; Appendix 22: Officer's Request for Confidential Information; and the Mission Statement as presented, effective May 1, 2017.

Roll call vote:

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

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

10. 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 Boland moved, seconded by Trustee Vanderhoek, 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, Jefferson, Polka, Reshkin, Rodgers, Snyder,
and Vanderhoek.

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

The Board went into closed session at 7:47 p.m. and reconvened to open session at 8:41 p.m.

11. Correspondence

A letter was received from the Office of the Secretary of State announcing the award to the Palatine Public Library of the FY2017 Illinois Public Library Per Capita Grant in the amount of \$69,089.96. The letter stated, "Over \$9.4 million is being awarded this year to Illinois public libraries serving 11,777,310 patrons at a rate of \$0.77644 per resident."

12. Unfinished business

None.


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

None.

14. Adjournment

President Reshkin adjourned the meeting at 8:41 p.m.

Approved: May 10, 2017



Karen M. Reshkin, President



Hal Snyder, Secretary