



Minutes

1. Call to order

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

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

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

3. Introduction of visitors

Also in attendance were Interim Director Melissa Gardner, Assistant Director Maureen Galvan, Finance Manager Regina Stapleton, Popular Materials Manager Kathy Burns, Technical Services Assistant Manager Shelby Ricci, Administrative Coordinator Deborah Pettersen, Friends Representative Jill Jensen, Ehlers Representatives Anthony Kalina and John Piemonte, and Jeannie Dilger.

4. Minutes of previous meetings

- A. Approval of minutes: Special Meeting November 2, 2017; Long Range Planning Meeting November 4, 2017; Regular Meeting November 8, 2017; Special Meeting November 20, 2017

Trustee Westhoff moved, seconded by Trustee Brauer, approval of the minutes of the Special Meeting of November 2, 2017, the Long Range Planning Meeting of November 4, 2017, the Regular Meeting of November 8, 2017, and the Special Meeting of November 20, 2017, as presented.

Roll call vote:

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

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

5. Financial report and authorization of expenditures

A. Approval of Warrant 2018-6 in the amount of \$468,481.84

Trustee Snyder moved, seconded by Trustee Boland, that the Treasurer's financial report for the month ending November 30, 2017, be received and filed for audit and that Warrant 2018-6 for the month of December 2017 in the amount of \$468,481.84, 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.**

6. Update on Financial Management Plan by Ehlers

Ehlers Municipal Advisor John Piemonte and Financial Specialist Anthony Kalina reviewed the updated Financial Management Plan, outlining various options. Ehlers Financial Specialist Jessica Cook participated in the discussion via speakerphone.

7. President's report

A. Appointment of Committee to Review Closed Session Minutes

Trustees Boland (Chair) and Vanderhoek were appointed to the Committee to Review Closed Session Minutes.

B. Appointment of Committee to Review Contents of Lock Box

Trustees Westhoff (Chair) and Sherman were appointed to the Committee to Review Contents of the Lock Box.

C. Community Connection Committee Status

The Community Connection Committee will meet and report to the Board at the February meeting.

D. Adoption of Ordinance 2018-3, Schedule of dates for Regular Board Meetings for 2018

Trustee Boland moved, seconded by Trustee Vanderhoek, adoption of Ordinance 2018-3, an Ordinance establishing the time, place, and date of the regular meetings of the Board of Library Trustees of the Palatine Public Library District for the Calendar Year 2018 as presented.

Roll call vote:

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

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

E. Approval of annual Board Calendar

Trustee Brauer moved, seconded by Trustee Vanderhoek, approval of annual Board Calendar for 2018 as presented.

Roll call vote:

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

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

F. Announcement of ILA Trustee Forum Workshop February 17, 2018, and Legislative Meet Up February 19, 2018

President Jefferson reminded Trustees of the upcoming ILA Trustee Forum Workshop and Legislative Meet Up.

G. Review of Library Board advocacy activities

Trustees Vanderhoek reviewed recent Board advocacy activities.

8. Public comment

None.

The Board recessed at 8:30 p.m. and reconvened at 8:37 p.m.

9. Director's report

A. Approval of Illinois State Library Per Capita Grant

Trustee Boland moved, seconded by Trustee Snyder, that the Illinois State Library Per Capita Grant application be approved and submitted as presented.