



Minutes

1. Call to order

President Jefferson called the meeting to order at 7:01 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. Approval of agenda

Trustee Vanderhoek moved, seconded by Trustee Snyder, approval of the agenda as presented.

Roll call vote:

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

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

4. Introduction of visitors

Also in attendance were Executive Director Jeannie Dilger, Assistant Director Maureen Galvan, Assistant Director Melissa Gardner, Finance Manager Regina Stapleton, Popular Materials Manager Kathleen Burns, Technical Services Manager Kristin Sedivy, Administrative Coordinator Deborah Pettersen, Friends representative Jill Jensen, Ann Kennedy, and Robert Brunn.

5. Public comment

None.

6. Liaison reports

a. Friends of the Palatine Library

Friends representative Jill Jensen reported 461 volunteer hours for the month of February. She reported revenues of approximately \$9,300 for the

February sale. The Friends approved assisting the Foundation with the StoryWalk project.

b. Palatine Public Library District Foundation

Trustee Sherman reported the Foundation met on March 12, 2018. Foundation members discussed fundraising for the StoryWalk project. The Foundation received a \$500 donation from the Rotary Club of Palatine.

c. RAILS

Trustee Brauer reported there are two “Running Successful Board Meeting” workshops in May. Information regarding the webinar “Toward Tech Savvy Trustees” is located on the Illinois State Library’s website.

d. Teen Advisory Board

None.

7. Unfinished business

a. Strategic planning consultant interviews

i. Harry Christiansen, Christiansen Associates

Harry Christiansen of Christiansen Associates presented his strategic planning proposal.

ii. Amanda Standerfer, Fast Forward Libraries

Amanda Standerfer of Fast Forward Libraries presented her strategic plan proposal.

Trustee Vanderhoek moved, seconded by Trustee Boland, that Amanda Standerfer, Fast Forward Libraries, be hired to facilitate the development of the Library’s next strategic plan.

Before voting, Trustees discussed the merits of both proposals.

Roll call vote:

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

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

b. Acceptance of financial plan and next steps

Trustee Vanderhoek moved, seconded by Trustee Snyder, acceptance of the Ehlers Financial Plan.

Roll call vote:

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

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

The Board agreed to schedule a special meeting for April 24, 2018, at 7:00 p.m. with John Chrastka of EveryLibrary.

8. **New business**

a. Policy review and approval

i. Policy 8: Community Relations

ii. Policy 9: Human Resources

iii. Appendix 18: Display and Art Exhibits

Trustee Vanderhoek moved, seconded by Trustee Brauer, approval of the proposed revisions to Policy 8: Community Relations, Policy 9: Human Resources, and Appendix 18: Display and Art Exhibits as amended, effective April 1, 2018.

Roll call vote:

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

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

iv. Appendix 20: Partner Agreement

Trustee Brauer moved, seconded by Trustee Vanderhoek, that Appendix 20: Partner Agreement be removed from the Policy Manual since forms are typically not part of a policy manual and information regarding partnership agreements is located in Policy 8: Community Relations.

Roll call vote:

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

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

- v. Appendix 6: ALA Library Bill of Rights
- vi. Appendix 7: ALA Freedom to Read Statement
- vii. Appendix 8: ALA Freedom to View Statement

Trustee Boland moved, seconded by Trustee Brauer, reapproval of Appendix 6: ALA Library Bill of Rights, Appendix 7: ALA Freedom to Read Statement, and Appendix 8: ALA Freedom to View Statement.

Roll call vote:

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

Nays: None.

Abstain: None.

Absent: None. **Motion carried.**

9. **President's report**

- a. ILA Trustee Workshop Report

Trustee Brauer reported on the recent ILA Trustee Workshop.

- b. Review of Library Board advocacy activities, including ILA Legislative Breakfast

Trustees reviewed recent Library Board advocacy activities. Trustees who attended the Illinois Library Association's Legislative Breakfast in Buffalo Grove were pleased to hear of bipartisan support for libraries at the event. Trustees also discussed their tour of the Palatine Historical Center's Clayson House, which was also attended by Executive Director Dilger.

- c. Annual Volunteer Luncheon, Tuesday, April 17, 2018 at 11:30 am

The annual Volunteer Luncheon is scheduled for Tuesday, April 17, 2018, at 11:30 a.m. at the Library.

- d. POC Fundraiser: Cinco de Mayo, Thursday, May 3, 2018, 5:00-7:00 pm

The Palatine Opportunity Center fundraiser is scheduled for Thursday, May 3, 2018. Trustees and Library staff said they planned to attend.

- e. Location of May Board meeting