



COMMITTEE OF THE WHOLE MEETING MINUTES

The Board of Library Trustees of the La Grange Park Public Library District met on August 8, 2017 at 7:00 p.m., in the Library, 555 N. La Grange Road, La Grange Park, IL 60526 for a Committee of the Whole Meeting.

- 1) The meeting was called to order by President Whitman at 7pm
- 2) The following were present during roll call: Trustees Foster, Gies, Racanelli, Whitman, Gertsen-Briand, and Snow. Also present were Director Kate Buckson and Stenographer, Roberta Richter. Trustee Swainson arrived after roll call.
- 3) Introduction of visitor(s) Gabriel Oppenheim, staff member
- 4) Public comment: none
- 5) The minutes from the previous Committee of the Whole were approved with a motion by Gies and a second by Foster. All in favor.
- 6) Discussion of Information Technology Assistant Job Description. This is a position that does not currently exist. There was discussion regarding the role of the interim Adult Services position, as well as that of the Operations manager. There is currently one person heading up IT, this new position would lighten the load of the current IT person and be available for reference work. The Young Adult Librarian would report directly to the Director, and focusing on Young Adult and Makers Space. She would also help out as needed in both Children's and Adult Services. The new position would be part-time at 25 hours per week. The hours will be revisited as needed.
- 7) Discussion of Board Evaluation. The Trustees went through the board self-evaluation for Board Members and performed a group evaluation. Some things of note: The Trustees feel that communication from the Director has been excellent. They would also like more Trustee training. The director will forward links to the Trustees. Everyone agreed that the Committee of the Whole meetings are welcome and helpful.
- 8) Policy Review
 - a) FOIA Policy. This is a new policy regarding FOIA requests and how to handle them.
 - b) Meeting Room Policy: The application for rooms will be pulled from the policy portion, as it is a procedure and not a policy. The Director will make any edits for the next regular meeting.
- 9) Trustee Gies motioned to adjourn the meeting at 8:45pm. Trustee Foster seconded the motion. All in favor. Motion passed. The meeting was adjourned.