



## REGULAR MEETING MINUTES

Meeting minutes of the Board of Library Trustees of the La Grange Park Public Library District, July 24, 2018 at 7:00pm, in the library, 555 N. La Grange Road, La Grange Park, IL 60526.

1. President Whitman called the meeting to order at 7pm.
2. Upon roll call the following were present: Trustees Whitman, Snow, Gies, Racanelli, Foster, and Swainson. Executive Director Buckson and meeting stenographer Richter were also present. Trustee Gertsen-Briand was absent.
3. Pledge of Allegiance
4. Introduction of visitor(s): Adult Services Director, Gabriel Oppenheim and Teen Services Librarian Samantha Farruggia were present.
5. Public comment: None
6. Staff report: Discussion about results from the annual report: The Library visitor count was down from last year, which may be due in part to the electronic people counter being out of service for at least one month. Due to the patron record purge, no activity, and address verification, the Library card registration number is down. The Circulation staff are encouraging registration by going out into the community and emailing patron's whose card's last activity date is further back than three years. Program attendance has increased quite a bit. Reference questions have also risen. Questions are being tracked using a new and easy tool and they are also being tracked at the circulation desk, too. The welcome baby bags are a hit. Teen program attendance is impressive. The Trustees feel that the overall numbers look good.
7. Trustee reports: Trustee Snow visited River Forest Library to talk to the Trustees about trends in libraries as a professor and trustee. Buckson assisted her by providing resources. There was discussion about the next election and how many Trustees plan to rerun. The next election is in April 2019, with applications due by December 1, 2018. There will be a program at the Library held by the League of Women Voters on August 13 at 7pm.
8. Treasurer's Report: The end of the year report is included in the packet. The Library ended the year on a strong note. The Building and Maintenance fund is spent down. The IMRF fund had a surplus for the first time in years. Buckson recommended transferring the surplus to the Special Reserve fund. She will draw up a resolution. Buckson heard from the State Library regarding the grant from LaShawn Ford's office. Paperwork should be arriving soon.
9. Consent Agenda (Roll call vote). Foster motioned to approve the consent agenda and Racanelli seconded the motion. Motion was approved by roll call vote: 6 ayes, 0 nays, 0 abstain, 1 absent.
  - a. Minutes of previous meeting(s)
  - b. Invoices to be paid in the amount of \$ 46,829.13  
Checks from Evergreen Bank numbered 34436 - 34475
10. Unfinished business: None
11. New Business
  - a. Motion to approve TENTATIVE Budget & Appropriations Ordinance: Snow motioned to approve the ordinance and Racanelli seconded the motion. Motion was approved by roll call vote: 6 ayes, 0 nays, 0 abstain, 1 absent.
  - b. Motion to approve TENTATIVE Estimate of Revenues: Racanelli motioned to approve the Tentative Estimate of Revenues and Swainson seconded the motion. Motion was approved by roll call vote: 6 ayes, 0 nays, 0 abstain, 1 absent. Trustee Whitman signed as Treasurer Protempore.



- c. Set a date for the public hearing regarding the B & A: The time and date was set for 6:45 p.m., Tuesday, August 28, 2018. Whitman will not be present. Gies will preside over the meeting.
- d. Discussion of ALA amendment to Library Bill of Rights interpretation on the use of meeting rooms: The Library's current Code of Conduct covers any problem areas that may arise in relation to any revisions made in the ALA Library Bill of Rights regarding the use of meeting rooms.
- 12. Executive session: Closed Session Minutes Review [5 ILCS 120/2(c)(21)]: Foster motioned to go into Executive Session at 7:46pm and Whitman seconded the motion. All in favor. Motion passed by roll call vote.
- 13. Final action on Executive Session: None
- 14. Adjournment: Foster motioned adjourn the regular meeting at 7:50pm and Gies seconded the motion. All in favor. The motion passed.