

**BOURBONNAIS PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES RECORD OF
REGULAR BOARD MEETING PROCEEDINGS
June 18, 2018**

President Dave Stejkowski called to order the regular meeting of the Board of Trustees of the Bourbonnais Public Library District at 7 p.m. on June 18, 2018.

Trustees present: Dave Stejkowski, Mary Kay Blankestyn, Deborah Hendrick, Laurie Hofman, Judith Smead, Ellen Stringer, and Laura Contreras.

Also present: Library Director Kelly McCully, Logan Conroy and his parents, Becky and Marty Conroy.

President's Report: Stejkowski noted there was a quorum present. Stejkowski welcomed the Conroy family and invited Logan to give an update on his Eagle Scout Project for the library. Logan said his project has been approved by the Scout's Rainbow Council. He has contacted several area businesses for donations and has received \$150 from the Lion's Club. Crockett Construction has donated a pergola for the project which Logan will get moved to a site determined by the library. Logan will power wash the pergola and re-stain it plus apply a sealant. A plaque will be placed on the pergola in appreciation for the donation. The Board thanked Logan for his work.

Secretary's Report: The Board reviewed the minutes from the regular Board Meeting held May 21, 2018, the minutes of the Personnel Committee Meeting held May 24, 2018, and the Finance Committee Meeting held June 13, 2018. Smead made a motion to accept all the minutes as presented. Blankestyn seconded the motion and it passed with a vote of all ayes.

Correspondence & Communications and Public Comment (action items only):
None

Financial Report: Stringer reviewed the transactions and asked for any questions. McCully reported that the new mortgage payment will be due July 1, 2018. The

previous payment was \$9,465.19 and the new payment will be \$9,847.23. Stringer made a motion to pay the bills as presented. Stejkowski seconded the motion. Stejkowski, Blankestyn, Contreras, Hendrick, Hofman, Smead and Stringer voted yes. The balance sheet will be submitted to the auditor.

Director's Report:

Deadlines: June 30, Last day for six-month review of minutes of Closed Sessions. July 1, Schedule of regular board meetings set and released to public. July 1, Last day to adopt and publish resolutions to levy additional .02 percent tax. August 28, Last day to make the tentative budget and appropriation ordinance available for public inspection and publish notice for hearing thereon.

Marketing: The Library sent out three email blasts in May. Currently 775 people are on the email list, there were 1,137 likes on Facebook (476 more than this time last year), and 94 followers on Instagram.

Community Garden: A new sign was recently installed by BESD 53.

Recognition by BESD 53: McCully was recognized at the May meeting of the Bourbonnais Elementary School District's Board of Education for the many partnerships and meaningful connections made between the District and the Library during the 2017-18 school year. McCully received a Certificate of Recognition for her work on the Community Garden, tutoring for ELL/ESL families, The Dolly Parton Imagination Library Book Program, and numerous family reading programs.

Summer Reading Adventure: The adult, teen, children, and staff summer reading program began June 1. The theme, *Reading Takes You Everywhere*, is evident throughout the library. McCully encouraged the various departments to combine budgets and staffing. This has resulted in over 745 participants in the Summer Reading Adventure. Last year's participants numbered only 74.

Eagle Scout Project: Crockett Construction has donated a beautiful pergola which will become part of Logan Conroy's Eagle Scout Project. The pergola will be delivered, sanded, re-stained, and sealed.

Committee Reports:

Personnel: None.

Finance: Set meeting date to discuss 2018-19 Wage Scale and Budget and Appropriation. McCully will email Stringer with possible dates.

Policy Committee: None.

Building and Grounds: None.

Long Range Planning: None.

Unfinished Business: None.

New Business:

Approve Strategic Plan: The Strategic Plan was discussed at a Long Range Planning Committee Meeting held prior to the regular Board Meeting. Hofman made a motion to approve the Strategic Plan. Contreras seconded the motion and it passed with a vote of all ayes.

Approve non-participation in non-resident program: Blankestyn made a motion to approve non-participation in the non-resident program. Stringer seconded the motion and it passed with a vote of all ayes.

Adopt .02 percent tax ordinance: Smead made a motion to adopt the .02 percent tax ordinance. Stejkowski seconded the motion and Stejkowski, Blankestyn, Contreras, Hendrick, Hofman, Smead, and Stringer voted yes.

Approve meeting dates ordinance FY 18-19: Hendrick made a motion to approve meeting dates for FY 18-19, Ordinance 18-02, as amended. Blankestyn seconded the motion and Stejkowski, Blankestyn, Contreras, Hendrick, Hofman, Smead, and Stringer voted yes.

Approve recommendations from Finance Committee: Stringer presented an overview of what was discussed at the Finance Committee Meeting held June 13, 2018. Stejkowski made a motion to approve the recommendations of the Finance Committee. Blankestyn seconded the motion and it passed with a vote of all ayes.

Review of closed session minutes: McCully shared that there was only one closed session. It will not be disclosed because it was a personnel issue.

Executive Session:

Director's Evaluation: Director McCully left the meeting. Stejkowski made a motion to move into Executive Session to discuss the director's evaluation at 7:45 p.m. Blankestyn seconded the motion and it passed with a vote of all ayes.

Smead moved that the Board return to regular session at 7:50 p.m. Hofman seconded the motion and it passed with a vote of all ayes.

Approve recommendations from Personnel Committee: Smead made a motion to approve the Personnel Committee's recommendations on the Director's evaluation. Blankestyn seconded the motion. Stejkowski, Blankesstyn, Contreras, Hendrick, Hofman, Smead, and Stringer voted yes.

Public comment: None.

Adjournment: Blankestyn made a motion to adjourn the meeting at 7:53 p.m. Stejkowski seconded the motion and it passed with a vote of all ayes.

Respectfully submitted,

Deborah J. Hendrick
Board Secretary

