



DES PLAINES PUBLIC LIBRARY

Work. Learn. Play. dppl.org

BOARD OF TRUSTEES Minutes of the Regular Meeting July 19, 2018

I. CALL TO ORDER.

The regular meeting of the Des Plaines Public Library Board of Trustees was held in the second floor conference room on Thursday, July 19, 2018. President Gregory Sarlo called the meeting to order at 4:05 p.m.

II. ROLL CALL.

Roll call indicated the following board members were present: Kristen Graack, Nicholas Harkovich, Denise Hudec, Bruce Lester, Umair Qadeer, Earl Wilson, Gregory Sarlo, Carol Kidd.

Absent: Vincent Rangel.

Also present: Holly Richards Sorensen, Roberta Johnson, Jo Bonell, Stephanie Spetter, Michelle Meyer-Edley, Laurie Papadourakis, John Jasionowski, John Leach, Wayne Serbin.

III. PLEDGE OF ALLEGIANCE.

IV. CONSIDERATION OF THE AGENDA.

MOTION by Umair Qadeer, seconded by Kristen Graack, to approve the agenda, as presented. VOTE: AYES: All. NAYS: None. MOTION CARRIED.

V. PUBLIC COMMENTS AND QUESTIONS.

Wayne Serbin, Des Plaines resident, asked what the library board would do if someone knelt during the pledge of allegiance. President Gregory Sarlo responded that the board meeting would proceed.

VI. CITY COUNCIL COMMUNITY SERVICES COMMITTEE – Alderman Malcolm Chester.

Alderman Chester was not in attendance.

VII. CONSENT AGENDA.

MOTION by Bruce Lester, seconded by Umair Qadeer, to approve the following Consent Agenda items:

- A. Approval of the Minutes of the Regular Board Meeting – June 21, 2018.
- B. Approval of the Minutes of the Nominating Committee Meeting – June 21, 2018
- C. Approval of the Minutes of the Planning Committee Meeting – June 21, 2018
- D. Acceptance of Financial Report for June 2018.
- E. Acceptance of Reports.
 2. June 2018 Statistics Report
 3. 2018 Circulation by Month
 4. Chart - Circulation Statistics
 5. Chart - Computer Use Wired
 6. Chart - Computer Use Wireless
 7. Director's Report July 2018
 8. 2018 Cash Budget Projection

VOTE: AYES: All. NAYS: None. MOTION CARRIED.

VIII. Nominating Committee

- A. Election of Officers – President, Vice President, Treasurer and Secretary.

Trustee Vincent Rangel entered the meeting at 4:10 p.m.

Chair Bruce Lester stated that the Nominating Committee met and proposed the following slate of officers:

Gregory Sarlo for President

Vincent Rangel for Vice President

Kristen Graack for Treasurer

Carol Kidd for Secretary.

Chair Bruce Lester asked for nominations from the floor for any officer position. Trustee Earl Wilson nominated himself for Vice President.

MOTION by Committee, to approve the proposed slate of officers, Dr. Gregory Sarlo for President, Kristen Graack for Treasurer and Carol Kidd, for Secretary. ROLL CALL VOTE: AYES: All. NAYS: None. MOTION CARRIED.

Trustees Vincent Rangel and Earl Wilson were asked to speak about their service on the board.

The board members voted on the two candidates for Vice President and Trustee Vincent Rangel had the majority of the votes.

MOTION by Kristen Graack, seconded by Denise Hudec to approve Vincent Rangel for Vice President. VOTE: AYES: All. NAYS: None. MOTION CARRIED.

B. Oath of Office.

Dr. Gregory Sarlo took the Oath of Office for President, Vincent Rangel took the Oath of Office for Vice President, Kristen Graack took the Oath of Office for Treasurer and Carol Kidd took the Oath of Office for Secretary.

IX. Unfinished Business.

A. Review and Approve Strategic Plan. [Action Item]

The board reviewed the Strategic Plan document.

Trustee Denise Hudec asked that an end date be set for the Strategic Plan.

Trustee Bruce Lester suggested setting a target date and a date for termination of the Strategic Plan, subject to extension.

Trustee Nicholas Harkovich suggested reviewing the plan and reporting out every year.

Trustee Kristen Graack asked that the plan be evaluated at three years.

Trustee Umair Qadeer suggested that time be set aside at the November board meeting for Strategic Plan review.

MOTION by Vince Rangel, seconded by Kristen Graack, to approve the Strategic Plan, to begin July 19, 2018 and end December 31, 2021, with an annual report card in the month of November. VOTE: AYES: Graack, Hudec, Lester, Qadeer, Rangel, Sarlo, Wilson. NAYS: Harkovich. MOTION CARRIED.

- B. Approve Library Board Meeting Dates. [Action Item]

MOTION by Umair Qadeer, seconded by Vincent Rangel, to approve library board meeting dates, as corrected. VOTE: AYES: All. NAYS: None. MOTION CARRIED.

IX. NEW BUSINESS.

- A. Approve Payment of Vendor Checks Report and ACH Payments - \$211,638.14.

MOTION by Kristen Graack, seconded by Denise Hudec, to approve payment of vendor checks and ACH Payments in the amount of \$211,638.14 as listed on the vendor checks report of June 2018 and authorize Library Director Holly Richards Sorensen to have transferred the amount required to the library's operating account. VOTE: AYES: All. NAYS: None. MOTION CARRIED.

- B. Approve Payment to LibrariesFirst for MyMediaMall - \$13,589.00. [Action Item]

MOTION by Kristen Graack, seconded by Umair Qadeer, to approve payment to LibrariesFirst for MyMediaMall in the amount of \$13,589.00. VOTE: AYES: All. NAYS: None. MOTION CARRIED.

- C. Per Capita Grant Requirements for 2019 – Trustees review Chapters 6 – 10 of the “Trustees Facts File Third Edition.”

Assistant Director Roberta Johnson asked the board to review Chapters 6 – 10 of the Trustees Facts File for one of the Per Capita Grant requirements. The board will discuss these chapters at their August 16, 2018 meeting.

IX. ANNOUNCEMENTS.

Treasurer Kristen Graack announced that the Finance Committee will meet on August 16, 2018 at 4:00 p.m. to review the 2019 draft library budget. Everyone is invited to attend, but only the members of the committee will vote.

X. CORRESPONDENCE.

XI. OTHER.

Trustee Kristen Graack asked for an update on the request for energy audits from Commonwealth Edison and Nicor Gas. Library Director Holly Richards Sorensen reported

that Head of Building and Security Services, Gary Valente, is currently working with both Nicor and Commonwealth Edison. The Commonwealth Edison audit resulted in a recommendation to update some of the lighting in the library with LED bulbs. Head of Building and Security Services, Gary Valente, will attend an upcoming board meeting to talk about the result from the audits.

XIV. ADJOURNMENT`

MOTION by Bruce Lester, seconded by Vincent Rangel, to adjourn the regular meeting.
VOTE: AYES: All NAYS: None. MOTION CARRIED.

Meeting adjourned at 5:00 p.m.

Minutes prepared Carol Kidd.