



# DES PLAINES PUBLIC LIBRARY

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BOARD OF TRUSTEES  
Minutes of the Regular Meeting  
May 17, 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, May 17, 2018. President Gregory Sarlo called the meeting to order at 7:00 p.m.

II. ROLL CALL.

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

Absent: Denise Hudec, Umair Qadeer, Vincent Rangel, Patricia Thompson.

Also present: Holly Richards Sorensen, Roberta Johnson, Heather Imhoff, Michelle Meyer Edley, Stephanie Spetter, Mike Ruter, John Jasionowski, John Leach.

III. PLEDGE OF ALLEGIANCE.

IV. CONSIDERATION OF THE AGENDA.

MOTION by Bruce Lester, 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 if the library was up-to-date on their pension payment. Library Director Holly Richards Sorensen responded that IMRF is 95% funded.

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

Alderman Chester was not in attendance.

VII. CONSENT AGENDA.

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

VIII. UNFINISHED BUSINESS.

- A. Approve Proposal for Copier/Printer Lease and Maintenance Contract.  
[Action Item]

MOTION by Bruce Lester , seconded by Kristen Graack, to award the Copier/Printer Lease and Maintenance Contract to Impact in the amount of \$69,962.10 VOTE: AYES: All. NAYS: None. MOTION CARRIED.

IX. NEW BUSINESS.

- A. Approve Payment of Vendor Checks Report and ACH Payments -  
\$233,721.47. [Action Item]

MOTION by Kristen Graack, seconded by Nicholas Harkovich, to approve payment of vendor checks and ACH Payments in the amount of \$233,721.47 as listed on the vendor checks report of April 2018 and authorize Director Sorensen to have transferred the amount required to the library's operating account. VOTE: AYES: All. NAYS: None. MOTION CARRIED.

B. Microsoft License Agreement.

Library Director Holly Richards Sorensen explained that the Microsoft License Agreement expires on June 30, 2018 and Microsoft will not quote the cost for renewal until 30 days before the start of a new agreement. President Gregory Sarlo asked that the board be emailed information on the Microsoft License Agreement when the quote was received.

C. Declaration of Surplus Property.

MOTION by Kristen Graack, seconded by Bruce Lester, to approve the list of surplus property, as presented. VOTE: AYES: All. NAYS: None. MOTION CARRIED.

D. Announcement of Nomination Committee.

President Gregory Sarlo appointed Trustees Bruce Lester, Denise Hudec and Kristen Graack to serve on the Nominating Committee. Trustee Bruce Lester will chair the committee.

X. ANNOUNCEMENTS.

XI. CORRESPONDENCE.

A. Presence Holy Family Inspire Award.

Library Director Holly Richards Sorensen announced that the Des Plaines Public Library was the 2018 Inspire Award recipient. The award ceremony will be on Wednesday, June 6 at 5:00 p.m. at Presence Holy Family Medical Center and the board was invited to attend.

XII. OTHER

Trustee Kristen Graack asked if the elevators had been repaired successfully and Library Director Holly Richards Sorensen responded that the elevators had been repaired and that when the elevator contract with Schindler ends, the library will go out for bid

XII. ADJOURNMENT.

MOTION by Kristen Graack, seconded by Nicholas Harkovich, to adjourn the regular meeting. VOTE: AYES: All. NAYS: None. MOTION CARRIED.

Meeting adjourned at 7:37 p.m.

Minutes prepared Carol Kidd.