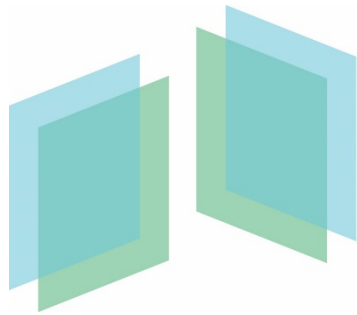


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BOARD OF TRUSTEES  
Minutes of the Regular Meeting  
January 17, 2019

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, January 17, 2019. 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, Denise Hudec, Bruce Lester, Umair Qadeer, Vincent Rangel, Christopher Renkosiak, Gregory Sarlo, Earl Wilson, Carol Kidd.

Also present: Holly Richards Sorensen, Roberta Johnson, Jo Bonell, Michelle Meyer-Edley, Stephanie Spetter, Heather Imhoff, Anthony Hahn, Alderman Malcolm Chester, Wayne Serbin, John Leach, Mike Ruter.

III. PLEDGE OF ALLEGIANCE.

IV. CONSIDERATION OF THE AGENDA.

MOTION by Nicholas Harkovich, seconded by Christopher Renkosiak, to approve the agenda, as presented. VOTE: AYES: All. NAYS: None. MOTION CARRIED.

V. PUBLIC COMMENTS AND QUESTIONS.

None.

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

Alderman Malcom Chester stated that the City of Des Plaines asked for an increase in property tax for 2018 and that the increase was due to pension costs increasing 7% – 8% every year. Alderman Malcom Chester asked the board if they had any concerns and President Sarlo responded that the library tries to keep the budget levy level and even lowering it. Chester stated that the library board is reasonable in their budget requests.

VII. CONSENT AGENDA.

Trustee Denise Hudec asked to remove from the Consent Agenda, C.1. Acceptance of Reports, 1. December 2018 Statistics Report.

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 – December 20, 2018.
- B. Acceptance of Financial Reports for December 2018.
- C. Acceptance of Reports.
  - 2. 2018 Circulation by Month
  - 3. Director’s Report on Strategic Goals
  - 4. 2018 Cash Budget Projection

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

Trustee Denise Hudec asked if the decrease in revenue for fines in 2018 was due to the time spent updating the catalog, when fines were not accessed. Library Director Holly Richards Sorensen replied that it was a combination of the catalog being down and the automatic renewals. Library Director Holly Richards Sorensen also stated that the revenue line item for fines had been adjusted downward.

MOTION by Denise Hudec, seconded by Kristen Graack, to approve:

VII. Consent Agenda

- C. Acceptance of Reports
  - 1. December 2018 Statistics

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

VIII. NEW BUSINESS.

- A. Approve Payment of Vendor Checks Report and ACH Payments - \$339,204.36. [Action Item]

MOTION by Kristen Graack, seconded by Umair Qadeer, to approve payment of vendor checks and ACH Payments in the amount of \$339,204.36 as listed on the vendor checks report of December 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 Comcast Contract. [Action Item]

Library Director Holly Richards Sorensen stated that the five-year Comcast contract ends March 2019. Seven vendors initially provided quotes for internet connectivity for staff and patrons, POTS lines and SIP services. Three vendors were chosen based on price and ability to deliver all services. The recommendation is to continue with Comcast for three years at a cost of \$2,713.25 per month.

MOTION by Vincent Rangel, seconded by Christopher Renkosiak, to approve Comcast for internet connectivity for staff and patrons, POTS lines and SIP services at a cost of \$2,713.25 per month. VOTE: AYES: All. NAYS: None. MOTION CARRIED.

IX. ANNOUNCEMENTS.

- A. President's Day Library Legislative Breakfast, Monday, February 18, 2019.

Library Director Holly Richards Sorensen invited the board to attend the President's Day Library Legislative Breakfast on Monday, February 18, 2019.

- B. Library Trustee Forum Workshop, Saturday, March 16, 2019.

Library Director Holly Richards Sorensen invited the board to attend the Library Trustee Forum Workshop on Saturday, March 16, 2019.

- C. Filing Statement of Economic Interest begins March 2019.

Board members will be required to file their Statement of Economic Interests and will be notified by email by the Cook County Clerk's Office.

- D. February 21, 2019 Board of Trustee Meeting – 5:00 p.m.

The February 21, 2019 Board meeting will be held at 5:00 p.m.

E. Semi-Annual Board Dinner, February 21, 2019.

The board dinner will immediately follow the board meeting.

X. CORRESPONDENCE.

No correspondence.

XI. EXECUTIVE SESSION – TO DISCUSS

A. The Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees.

MOTION by Umair Qadeer, seconded by Vincent Rangel, to enter into Executive Session at 7:27 p.m. to discuss Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees. VOTE: AYES: All. NAYS: None. MOTION CARRIED.

The regular session reconvened at 8:25 p.m. and was called to order by President Gregory Sarlo.

XII. (REGULAR SESSION) ACTION.

A. The Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees.

MOTION by Vincent Rangel, seconded by Kristen Graack, to approve the decision made in Executive Session to award Library Director Holly Richards Sorensen a 5% salary increase after full consideration by the board in Executive Session. ROLL CALL VOTE: AYES: Graack, Harkovich, Hudec, Lester, Qadeer, Rangel, Renkosiak, Sarlo. NAYS: Wilson. MOTION CARRIED.

XIII. ADJOURNMENT.

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

Meeting adjourned at 8:30 p.m.

Minutes prepared Carol Kidd.