

Minutes

Regular Meeting of the Board of Trustees Kaneville Public Library District Tuesday, May 1, 2018

1. CALL TO ORDER: The meeting was called to order at 6:45 pm by President Annette Theobald in the Kaneville Township Room due to a power outage.

ROLL CALL: In attendance were Board members Annette Theobald, Jody Springsteen, Karen Flamand, Sheryl Behm, Leanne Gramley, Wendy Peck and Carol Alfrey and KPL Director Carla Limbaugh. No one from the public attended.

2. ADDITIONS TO THE AGENDA: None
3. APPROVAL OF THE AGENDA: Sheryl Behm moved and Wendy Peck seconded approval of the agenda. This passed by unanimous voice vote.
4. PUBLIC COMMENTS: There were no formal public comments.
5. APPROVAL OF THE APRIL 3, 2018 REGULAR BOARD MINUTES: Sheryl Behm moved and Karen Flamand seconded approval of the minutes as presented. This passed by unanimous voice vote.
6. REVIEW OF BUDGET/FINANCIAL REPORT: See attached Treasurer's Report. Draft FY19 Budget was presented for review. Budget has been based on past budget. The \$4999 Back to Books grant will need to be added. The FY19 budget will be presented in June for approval.
7. APPROVAL OF APRIL 2018 EXPENDITURES: There have been no unusual purchases. Jody Springsteen moved to approve the April 2018 Expenditures; Karen Flamand seconded. Passed by unanimous voice vote. Carol Alfrey moved and Sheryl Behm seconded to approve the quote from Helping Hands for purchase of computers and all related servers and software. Passed by unanimous voice vote.
8. DIRECTOR'S REPORT: Carla Limbaugh presented her report. Town and Country Library in Elburn donated Chicago Wolves hats for KPL's Summer Reading prizes; other monetary donations are also coming in. There were some glitches in the transition to the SWAN system, which just started officially today. Steve from SWAN is our resource person. Carla mentioned the new 211 system for locating local resources and we discussed finding out more about this. Carla submitted the State Tax Exempt Survey that was due March 31. She also presented the Board with a letter outlining her concerns about recent attempts to reorganize the library work space and the delineation of director vs. board responsibilities and authority. Discussion was postponed until the board could go into closed session to review the concerns as part of the 90-day performance review.

9. OTHER COMMITTEE REPORTS: The policy and procedures subcommittee met to go through the KPL Policy Manual. Both copies of the manual are now complete and identical. We will be reviewing some policies as a whole group and others will be examined by the appropriate subcommittee.

10. OLD BUSINESS:
 - a. *Director's Manual*. Karen is working on this.
 - b. *Insurance coverage*. Coverage by Rockford Mutual is in line with other quotes, so no change is recommended.

11. NEW BUSINESS:
 - a. Donated \$50 to Memorial Day, Pancake Breakfast and Kaneville Fest

12. PERFORMANCE REVIEW: Jody Springsteen moved and Sheryl Behm seconded adjournment to closed session to discuss the performance evaluation of Library Director Carla Limbaugh. Passed by unanimous voice vote. Jody Springsteen moved and Leanne Gramley seconded reconvening to open session. Passed by unanimous voice vote.

13. ITEMS FOR NEXT MONTH
 - Final FY 2019 Budget

14. ADJOURN: Wendy Peck moved to adjourn; Sheryl Behm seconded. Passed by unanimous voice vote.

Respectfully Submitted:

Carol Alfrey
KPL Board Secretary