

Minutes

Regular Meeting of the Board of Trustees Kaneville Public Library District Tuesday, June 5, 2018

1. CALL TO ORDER: The meeting was called to order at 6:39 pm by President Annette Theobald.

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

2. ADDITIONS TO THE AGENDA: Two items were added: Meeting schedule for FY19 and a closed session as needed prior to adjournment.
3. APPROVAL OF THE AGENDA: Karen Flamand moved and Sheryl Behm seconded approval of the agenda as amended. This passed by unanimous voice vote.
4. PUBLIC COMMENTS: There were no formal public comments.
5. APPROVAL OF THE MAY 1, 2018 REGULAR BOARD MEETING AND THE MAY 24, 2018 SPECIAL BOARD MEETING MINUTES: Annette Theobald moved and Karen Flamand seconded approval of the 5/1/18 minutes as amended. This passed by unanimous voice vote. Sheryl Behm moved and Jody Springsteen seconded approval of the 5/24/18 minutes as presented. This passed by unanimous voice vote.
6. REVIEW OF BUDGET/FINANCIAL REPORT: The FY19 budget was presented for approval. Carol Alfrey moved and Leanne Gramley seconded approving the budget as presented. Passed by unanimous voice vote. (See attached)
7. APPROVAL OF MAY 2018 EXPENDITURES: There have been no unusual purchases. Karen Flamand moved to approve the May 2018 Expenditures; Leanne Gramley seconded. Passed by unanimous voice vote.
8. DIRECTOR'S REPORT: Carla Limbaugh presented her two week resignation to the board. Her last day will be June 15, 2018. Summer Reading starts Monday, June 18. Carla showed us a draft SRP brochure. Programs include: Astronomer (not confirmed), a photographer (not confirmed), Lee Murdock—music of the Great Lakes (confirmed), IL Bicentennial Bash (confirmed) and the Fox Valley Wildlife Center (confirmed). Each week has a theme and related movies (Monday) and crafts (Wednesdays & Fridays) will be offered. Programs are scheduled for Tuesdays and Thursdays. Carla has ordered the books found on the (attached) recommended reading lists as well as 7 copies of select book club books. Outlook has been updated on the 2 staff computers (as part of the new Office Suite software), but not on the public computers.
9. OTHER COMMITTEE REPORTS:
 - Policy and Procedure: Copies of KPL Bylaws were distributed. Jody Springsteen and Carol Alfrey will review policies and bring those that need updating to the Board for review and revision.
 - Facility: We did not get the Painter Union Grant, so painting will need to be added to the renovation budget. Karen presented plans for the updated main library and children's room. She suggests adding mobile bookshelves to accommodate space for programming. Will need

to secure bids for cleaning beams, painting, cleaning the carpet as well as a new circulation desk and children's furniture.

- Marketing: Discussed working with area Real Estate records to send information packets to new Kaneville residents.
- Personnel: Deferred to closed session.

10. OLD BUSINESS:

- a. *Director's Manual*. Karen is working on this.
- b. *90-day performance review*. Deferred to closed session.

11. NEW BUSINESS:

- a. *Prevailing Wage Ordinance*: deferred to special meeting on June 15 at 1pm.
- b. *Policy Review*: deferred until next month
- c. *FY19 Meeting Schedule*:
 - Tuesday, July 10, 2018
 - Tuesday, August 7, 2018
 - Tuesday, September 11, 2018
 - Tuesday, October 2, 2018
 - Tuesday, November 6, 2018
 - Tuesday, December 4, 2018
 - Tuesday, January 8, 2019
 - Tuesday, February 5, 2019
 - Tuesday, March 5, 2019
 - Tuesday, April 2, 2019
 - Tuesday, May 7, 2019
 - Tuesday, June 4, 2019

Sheryl moved and Jody seconded the approval of the FY19 meeting dates. Passed by unanimous voice vote.

12. ITEMS FOR NEXT MONTH: None

13. ADJOURNMENT TO CLOSED SESSION: Karen Flamand moved and Sheryl Behm seconded that the Board convene in closed session at 8:30 to discuss the following:

- a. Resignation of Library Director Carla Limbaugh
- Passed by unanimous voice vote.

14. RECONVENE FROM CLOSED SESSION: Jody Springsteen moved and Sheryl Behm seconded reconvening to open session at 8:50 pm. Passed by unanimous voice vote.

15. ADJOURNMENT: Karen Flamand moved to adjourn at 8:50pm; Jody Springsteen seconded. Passed by unanimous voice vote.

Respectfully submitted,

Carol Alfrey
KPL Board Secretary