

Minutes

Regular Meeting of the Board of Trustees Kaneville Public Library District Tuesday, March 5, 2019

1. CALL TO ORDER: The meeting was called to order at 6:37 pm by President Annette Theobald in the Kaneville Public Library.
2. ROLL CALL: In attendance were Board members Annette Theobald, Sheryl Behm, Jody Springsteen, Karen Flamand, Wendy Peck and Carol Alfrey and KPL Director Shayne Phillips. Absent was board member Leanne Gramley. No one from the public attended.
3. ADDITIONS TO THE AGENDA: None
4. APPROVAL OF THE AGENDA: Wendy Peck moved and Karen Flamand seconded approval of the agenda as amended. This passed by unanimous voice vote.
5. PUBLIC COMMENTS: There were no formal public comments.
6. APPROVAL OF THE FEBRUARY MINUTES: Karen Flamand moved and Jody Springsteen seconded approval of the 2/11/18 meeting minutes as presented. Passed by unanimous voice vote.
7. FINANCIAL REPORT: The financial report (attached) was shared with the Board. One of the CDs came due; money was added to it to bring it to \$15,000. It has been re-invested at 2% at Old Second. We also received over \$2400 from the David Perry grant.
8. APPROVAL OF 2019 FEBRUARY EXPENDITURES: There were no unusual expenditures in February. Annette Theobald moved to approve the February 2019 Expenditures; seconded by Sheryl Behm. Passed by unanimous voice vote.
9. DIRECTOR'S REPORT: Attached. KPL Director Shayne Phillips reported on library activities and statistics for February, which include circulation numbers, a summary of special program activities, the internal library calendar and a programming calendar for March. New events in March include an after-hours terrarium project, a Dr. Seuss event and expanded hours over Spring Break. Plans are being completed for our Summer Reading Program. Children Coordinator Katie Kulakowski is currently limiting her hours to Saturday and some special evening events. We are purchasing new vinyl chairs for the DVD area and getting a bid from Banner Up for updating the Library Hours on our doors.
10. OTHER COMMITTEE REPORTS:
 - Policy and Procedure: Deferred to New Business
 - Facility: Karen Flamand will draw up what we are wanting in a circulation desk and cabinets and send it out for bids. It was suggested that we contact Scott Hoffman as part of this process. Discussed the current garbage/recycling system, which was determined to be adequate.

- Marketing/Communication: None
- Personnel: None

11. OLD BUSINESS:

- a. *Open Trustee Positions*. Discussed a few possibilities. Board members are encouraged to talk to people they would like to see apply for the positions.
- b. *85th Anniversary in April*. Set the date for April 27. Will have retro theme, with photos, best-sellers from the past 85 years, cake and other refreshments. Sheryl Behm and Wendy Peck will be in charge of raffle baskets. Jody Springsteen will help with planning and refreshments.
- c. *Fundraising Plan*. Will do an expanded book sale at the Anniversary event.

12. NEW BUSINESS:

- a. None; Suggested that in the future we review board member term lengths in the Bylaws for possible changes.

13. ADJOURNMENT: Wendy Peck moved and Jody Springsteen seconded adjourning the meeting. Passed by unanimous voice vote. Meeting was adjourned at 7:30pm.

Respectfully submitted,

Carol Alfrey
KPL Board Secretary