

Minutes

Regular Meeting of the Board of Trustees Kaneville Public Library District Tuesday, April 2, 2019

1. CALL TO ORDER: The meeting was called to order at 6:35 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, Leanne Gramley, Wendy Peck and Carol Alfrey and KPL Director Shayne Phillips. No one from the public attended.
3. ADDITIONS TO THE AGENDA: None
4. APPROVAL OF THE AGENDA: Karen Flamand moved, and Jody Springsteen seconded approval of the agenda as presented. This passed by unanimous voice vote.
5. PUBLIC COMMENTS: There were no formal public comments.
6. APPROVAL OF THE MARCH MINUTES: Jody Springsteen moved, and Wendy Peck seconded approval of the 3/5/19 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 was re-invested on March 4 at 2.33% at Old Second Bank.
8. APPROVAL OF 2019 MARCH EXPENDITURES: There were no unusual expenditures in March. Karen Flamand moved to approve the March 2019 Expenditures; seconded by Jody Springsteen. Passed by unanimous voice vote.
9. DIRECTOR'S REPORT: Attached. KPL Director Shayne Phillips reported on library activities and statistics for March, which include circulation numbers, a summary of special program activities, the internal library calendar and a programming calendar for April. Events in April include an Earth Day celebration, the adult book club and the 85th Anniversary celebration and book sale. Plans are nearly completed for our Summer Reading Program. New furniture has been purchased for the DVD area. A library associate position will be posted on RAILS in April. We received our Per Capita grant; still waiting to apply for other grants.
10. OTHER COMMITTEE REPORTS:
 - Policy and Procedure: Deferred to New Business
 - Facility: Karen Flamand is working on the circulation desk plan and has contacted Brian Vaughn and will also contact Scott Hoffman to consult. Volunteers are needed on Saturday, April 6th at 2pm to move the shelves that house the mysteries.

- Marketing/Communication: Information about the library anniversary and other events are being sent to Blackberry Creek Elementary School to include in their electronic backpack.
- Personnel: None

11. OLD BUSINESS:

- a. *Open Trustee Positions*. Discussed two potential members. Both were invited to attend the May board meeting.
- b. *85th Anniversary in April*. Set for April 27. Will have retro theme, with photos, best-sellers and trivia from 85 years ago, kids' crafts, cake and other refreshments. Sheryl Behm and Wendy Peck will oversee raffle baskets. Jody Springsteen will help with planning and refreshments. Work night on Friday April 26 at 6pm.
- c. *Fundraising Plan*. Will do an expanded book sale at the Anniversary event.

12. NEW BUSINESS:

- a. None; Tabled review of Policies 11,12 and 29 until we can review the bylaws and examine the contents of the Safe Deposit Box.

13. ADJOURNMENT: Annette Theobald moved, and Wendy Peck seconded adjourning the meeting. Passed by unanimous voice vote. Meeting was adjourned at 7:45pm at which time President Annette Theobald was honored for her 20+ years of service on the Kaneville Public Library Board with a small reception.

Respectfully submitted,

Carol Alfrey
KPL Board Secretary