

Minutes

Regular Meeting of the Board of Trustees Kaneville Public Library District Tuesday, June 4, 2019

1. **CALL TO ORDER:** The meeting was called to order at 6:37 pm by President Karen Flamand in the Kaneville Public Library.
2. **ROLL CALL:** In attendance were Board members Sheryl Behm, Karen Flamand, Leanne Gramley, Jody Springsteen and Carol Alfrey. KPLD Director Shayne Phillips and Trustee Wendy Peck were absent.
3. **ADDITIONS TO THE AGENDA:** None
4. **APPROVAL OF THE AGENDA:** Sheryl Behm moved and Leanne Gramley 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 MAY MINUTES:** Jody Springsteen moved, and Sheryl Behm seconded approval of the 5/7/19 meeting minutes as presented. Passed by unanimous voice vote; 1 abstention.
7. **APPOINTMENT OF KPL BOARD OF DIRECTORS:** Two board members terms expired in May: Wendy Peck and Jody Springsteen. As no one ran in the recent election to fill these vacancies, the Board has requested that they remain on the board. Karen Flamand moved, and Leanne Gramley seconded the appointment of Wendy Peck and Jody Springsteen to fill these 4-year terms. Passed by unanimous voice vote.
8. **FINANCIAL REPORT:** The financial report (attached) was shared with the Board. The FY20 Budget was presented by Treasurer Sheryl Behm. Carol Alfrey moved and Jody Springsteen seconded approval of the budget. Passed by unanimous voice vote.
9. **APPROVAL OF 2019 MAY EXPENDITURES:** There were no unusual expenditures in May. Leanne Gramley moved to approve the May 2019 expenditures; seconded by Karen Flamand. Passed by unanimous voice vote.
10. **DIRECTOR'S REPORT:** Attached. KPLD Director Shayne Phillips submitted her report on library activities and statistics for May, which included circulation numbers, a summary of special program activities, the internal library calendar and a programming calendar for June. She is currently attending Director's University in Springfield (June 3-7). The Summer Reading Program (for all ages) kicks off on Wednesday, June 12. Shayne has drafted a Summer Reading volunteer sign-up sheet. Two new Library Associates have been hired: Diane Ament and Jean Langlais. Both have library experience and will be working about 8 hours per week.

11. OTHER COMMITTEE REPORTS:

- Policy and Procedure: Tabled to Old Business
- Facility: Leanne Gramley is overseeing the Eagle Scout project of her son's troop. The east entrance is a potential Eagle Scout project. Discussed putting a bench near the entrance in memory of David Perry.
- Marketing/Communication: Leanne Gramley will send out an email blast to her Boy Scout troop re: Summer Reading volunteer help.
- Personnel: None

12. OLD BUSINESS:

- a. *Change in Bylaws re: Term Lengths*. Action Required. It was moved by Carol Alfrey and seconded by Jody Springsteen that the term length for all KPLD Board of Trustees be 4 years. Passed by unanimous voice vote.
It was moved by Carol Alfrey and seconded by Leanne Gramley that the officer term lengths be 1 year, renewable in May of each year. Passed by unanimous voice vote.
- b. *Renovation*. Brian Vaughn does not have time to work on the circulation desk; Karen will check with the Library Store and Scott Hoffman. New shelves will also be ordered for the Junior Section. A coffee table from IKEA may also be purchased for the west entrance couches. Discussed talking to Dan Ebert about getting new electrical outlets behind the new circulation desk.

13. NEW BUSINESS:

- a. *Non-resident fee*—Action Required. Carol Alfrey moved that the KPLD annual non-resident fee remain at \$150 per household. Leanne Gramley seconded; passed by unanimous voice vote.
- b. *Plan for minimum wage increase*. Shayne Phillips drafted a tentative wage schedule that would keep the library in compliance with the mandated minimum wage increase over the next 10 years. As all KPLD wages are currently within the mandated minimum wage requirements, no further action was taken.

14. CLOSED SESSION: Discussed FY20 wages.

15. RECONVENE: Leanne Gramley moved, and Sheryl Behm seconded the motion to increase the hourly wages of Astrid Larson (.50 per hour) and Shayne Phillips (.25 per hour). Passed by unanimous voice vote.

16. ADJOURNMENT: Leanne Gramley moved, and Karen Flamand seconded adjourning the meeting. Passed by unanimous voice vote. Meeting was adjourned at 8:03 pm.

Respectfully submitted,

Carol Alfrey
KPLD Board Secretary