

FOX RIVER GROVE PUBLIC LIBRARY DISTRICT  
REGULAR MEETING of the BOARD OF TRUSTEES  
Tuesday, January 16, 2018 at 6:30 pm

MINUTES

CALL TO ORDER - President Laura Anderson called the meeting to order at 6:30pm

ROLL CALL - Campbell, Gans, Zurla, Cooper, Thew, Steves, Anderson. Medina absent.

CITIZEN'S INPUT - No citizens present

CORRESPONDENCE – All correspondence was discussed.

- 1) Final Notice of IMRF Contribution Rate for Calendar Year 2018
- 2) Collateral Statement – BMO Harris Bank
- 3) Rep. McSweeney Calls for Abolishment of Algonquin Township
- 4) Fox River Grove to Reduce Property Tax Levy for 2<sup>nd</sup> Straight Year
- 5) 2018 Legislative Meet-Ups - Next event: President's Day
  - Steeves took down names for attendee interest – cost will be \$25/person
- 6) FRG School District 3
- 7) MyMediaMall Intergovernmental Agreement
- 8) Help Support IMLS Reauthorization

CONSENT AGENDA

- 1) Items to be included in Consent Agenda
  - Minutes from the November 21, 2017 Board of Trustees Meeting
  - Treasurer's Report
    - i. Accountant Report
    - ii. Transfer Funds Totaling \$0 for December Bills and Two Upcoming Payrolls
- 2) Consent Agenda Approval (voice vote)
  - Zurla moved for rest of consent agenda. Roll call vote: all ayes. Medina absent.
- 3) Consideration of item(s) withheld for separate action (if any)
  - None

COMMITTEE REPORTS

- 1) Facility Committee: Did not meet
  - Updated disaster plan included in meeting packet.
- 2) Budget Committee: Will meet Wednesday, January 17
  - Will be looking at budget so far and upcoming plans for next fiscal year budget.
- 3) Policy Committee: Met Wednesday, January 10.
  - Review of updated policies

REPORT OF THE DIRECTOR

- 1) STEM Kits and Outreach
  - Very positive response to STEM Kits & Outreach
- 2) Net Neutrality
  - Library needs Net Neutrality for the majority of Library services like catalog, staff development programs, and Wi-fi hot spots
- 3) Survey Monkey
  - Receiving good responses from surveys

SPECIAL REPORTS – Minutes of the November 8, 2017 Friends of the Library Meeting

- Recent attempts to expand membership and involvement, purchased new camera for Library, positive outlook on Little Free Libraries.

UNFINISHED BUSINESS (all possible action items)

- 1) Critical Facilities Plan
  - Interviewed 2 candidates for the upcoming renovation. Both companies expressed proposed timeline to be realistic, have a good working relationship with Library's Architect. Second candidate will have

proposal by the February board meeting. Gans motioned to give the Director authority to select a candidate for project manager whose proposal up to \$25,000. Roll call vote: all ayes. Medina absent.

- 2) Proposal from Signature Development Group
  - Received proposal for renovation after interview with Director.
- 3) Sexual Harassment Ordinance
  - Anderson made Campbell Secretary Pro-temp for tonight's meeting (1/16/18). Zurla motioned for approval of ordinance. Roll call vote: all ayes. Medina absent.

#### NEW BUSINESS (all possible action items)

- 1) Trustee Holiday Dinner
  - Suggestions to put money towards board educational development, legislative events, luncheons, use allocated money towards a pot luck hosted by Steeves, waiting until Spring for outdoor celebration.
- 2) Statement of Economic Interest
  - Notification to file will be emailed to board members, mailed to Zurla. Need all board members' participation.
- 4) RG Asphalt & Concrete (biannual parking lot asphalt work)
  - Company advised that they will accommodate Library renovation schedule and do the work in September. Gans moved to accept the bid from RG Asphalt for \$2,287 for parking lot crack fill and application of tar sealcoating. Roll call vote: all ayes. Medina absent.
- 3) Bookface and Literary Guess Who
  - Literary Guess Who - one of Library's display case has cut-outs of literary characters with a fill in the answer sheet, forms are being submitted to the circulation desk. It's a fun activity for parents and children to do together.
  - Bookface – idea is to use a book with an image on it that can be angled to look like it's coming from the person who is behind the book. Images can be submitted through Jan 31. Asking board members to participate.

TRUSTEE COMMENTS – n/a

ADJOURNMENT Campbell made a motion to adjourn at 7:23pm. Roll call vote: all ayes. Medina absent.