

Regular Board Meeting
Thursday August 21, 2014 7:30PM
MINUTES

A. CALL TO ORDER

The regular meeting of the Board of Library Trustees of the Lincolnwood Public Library District was called to order by President Beard at 7:32PM on August 21, 2014 in the Library's Board Room.

B. ROLL CALL

Trustees Present: Beard, Berger, Fields, Gimbel, Martel, Poulsom, Stavinoga
Trustees Absent: None
Staff Present: Bochenski, Keegan, Lin, McCoy, Thayer
Visitors Present: None

C. CONSENT AGENDA

ON A MOTION BY TRUSTEE MARTEL AND SECONDED BY TRUSTEE POULSOM, AND WITH ALL TRUSTEES VOTING "YES" WHEN THE ROLL WAS CALLED, THE ITEMS ON THE CONSENT AGENDA WERE APPROVED AS FOLLOWS:

- Approve Minutes of July 17, 2014 Regular Board Meeting
- Approve Minutes of August 6, 2014 Committee of the Whole Meeting
- Approve Financial Report for period ending 7/31/14
- Approve Disbursements for period 7/1/14 through 7/31/14 – Republic Bank NOW and Special COSTCO Purchases accounts
- Receive Reports of Standing Committees

D. PRESIDENT'S REPORT

President Beard stated that the next stage of the master plan will be an exciting time for the library and the community, and she looks forward to moving into the design phase. Trustees are encouraged to talk about the plan to residents and build a supportive group as we move forward with the process.

E. LIBRARY DIRECTOR'S REPORT

Director Bochenski, Head of Technical Services Shao-Chen Lin, and Head of Community Engagement Deb Keegan presented the highlights of their written reports and answered questions.

F. AUDIENCE TO VISITORS

There were no visitors.

G. REPORT FROM THE FRIENDS OF THE LIBRARY REPRESENTATIVE

The Friends met Wednesday July 23, 2014.

H. CORRESPONDENCE AND COMMUNICATIONS

There was no correspondence.

I. UNFINISHED BUSINESS

a) **Airoom parking proposal update**

Director Bochenski reported that based on the discussion at the July board meeting, she notified Village Manager Tim Wiberg that the library board preferred not to participate in further private meetings, and extended an invitation to him and Mr. Klein to attend a library board meeting. As of the date of this meeting (8/21/14) we have heard nothing further.

b) **Master plan update**

Trustees reviewed the revised master plan summary budget, as requested during the Committee of the Whole meeting on August 6, 2014. Trustees requested that the title be changed from "Building Renovation" to "Building Update." As per the COW discussion on 8/6, and confirmed by the board, Director Bochenski will post the draft master plan and budget to the library's website at About the Library > Building Improvements and ask for public input to be sent to libraryadmin@lincolnwoodlibrary.org. Trustees will review any comments during the September 18 board meeting prior to final acceptance of the master plan.

Director Bochenski reported that she met with Senior Financial Advisor Steve Larson from Ehlers & Associates Inc. on 8/19 and reviewed the financial options as requested at the 8/6 COW meeting. Ehlers offers independent financial advisory services for 1) funding for the future operation of the library and 2) financing options for funding any proposed building improvements. Trustees agreed that they wanted to have up to date financial planning report (the last one was likely done in advance of the facility addition in 1997). Some discussion ensued about how often a financial planning report should be developed, with general consensus of at least every ten years.

Trustees made it clear that at this time only the Financial Planning Report would be developed by Ehlers, and that board approval and written authorization would be required prior to move forward with executing any financing options such as bonds or certificates.

ON A MOTION BY TRUSTEE MARTEL, SECONDED BY TRUSTEE STAVINOVA, AND WITH ALL TRUSTEES PRESENT VOTING YES WHEN THE ROLL WAS CALLED, THE BOARD APPROVED AN AGREEMENT WITH EHLERS & ASSOCIATES, INC. TO DEVELOP A FINANCIAL PLANNING REPORT AT A COST NOT TO EXCEED \$8,500.

J. NEW BUSINESS

a) **Review and Approve Illinois Public Library Annual Report (IPLAR)**

ON A MOTION BY TRUSTEE FIELDS, SECONDED BY TRUSTEE GIMBEL, AND WITH ALL TRUSTEES PRESENT VOTING YES, THE BOARD APPROVED THE FISCAL YEAR 2014 ILLINOIS PUBLIC LIBRARY ANNUAL REPORT AS PRESENTED.

b) **Review Illinois State Library Administrative Rules proposed changes**

Director Bochenski explained that The Illinois State Library is proposing a significant number of changes to the library system Administrative Rules and Standards that would affect the library systems as well as individual libraries. She stated her concerns about the proposed reciprocal borrowing restrictions, which would impact Lincolnwood by not allowing us to specifically restrict non-RAILS system members borrowing. Currently Lincolnwood restricts non-RAILS borrowing to three items per checkout, which keeps our reciprocal borrowing statistics at about 15% of our total circulation (meaning that 85% of our circulation goes to Lincolnwood residents). Bochenski has provided comments to ISL regarding these concerns. The ISL Advisory Committee will be reviewing all comments in September 2014. Trustees indicated that they supported local control of reciprocal borrowing, and would be willing to pass a resolution stating the concerns, but agreed to wait until after the ISL September 4, 2014 review meeting.

BOARD OF TRUSTEES
LINCOLNWOOD PUBLIC LIBRARY DISTRICT
4000 W Pratt Ave • Lincolnwood • Illinois 60712

K. ADJOURN TO CLOSED SESSION

As pursuant 5 ILCS 120/2 C (21) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

ON A MOTION BY TRUSTEE GIMBEL, SECONDED BY TRUSTEE FIELDS, AND WITH ALL TRUSTEES PRESENT VOTING YES, THE BOARD ADJOURNED TO CLOSED SESSION AT 8:48pm FOR THE PURPOSE OF REVIEWING AND MAKING DETERMINATIONS REGARDING THE MINUTES AND RECORDINGS OF PREVIOUSLY HELD CLOSED SESSIONS.

All attendees except library Trustees and Director Bochenski left the meeting.

L. RECONVENE OPEN SESSION

President Beard reconvened the meeting in open session at 8:52PM.

<u>Closed Session at:</u>	<u>Reason for Closed Session</u>	<u>Determination Made</u>
11/19/09 Regular Board Meeting	Possible land acquisition	Not released for public view
01/28/10 Regular Board Meeting	Possible land acquisition	Not released for public view
06/23/11 Regular Board Meeting	Possible land acquisition	Not released for public view
07/21/11 Regular Board Meeting	Possible land acquisition	Not released for public view
02/20/14 Regular Board Meeting	Review of closed minutes	Approved & released for public view
03/20/14 Staffing & Personnel Committee	Personnel	Approved & released for public view
03/20/14 Regular Board Meeting	Personnel	Approved & not released for public view
04/02/14 Special Board Meeting	Personnel	Approved & not released for public view
04/17/14 Regular Board Meeting	Personnel	Approved & not released for public view

M. BOARD ACTION CHART

No new items were added to the board action chart.

N. SCHEDULE OF UPCOMING BOARD AND COMMITTEE MEETINGS

The following schedule of meetings was confirmed:

- Finance & Facilities Committee Meeting: September 10, 2014 7:30PM
- Budget & Appropriation Hearing: September 18, 2014 7:00PM
- Regular Board Meeting: September 18, 2014 7:30PM

O. ADJOURNMENT

ON A MOTION BY TRUSTEE MARTEL, SECONDED BY TRUSTEE GIMBEL, AND WITH ALL TRUSTEES PRESENT VOTING "YES," THE MEETING WAS ADJOURNED AT 8:55PM.

/S/

Dany R. Fields, Secretary