

Regular Board Meeting
Monday September 25, 2017 7:00PM
AMENDED MINUTES

1. CALL TO ORDER

The regular meeting of the Board of Library Trustees of the Lincolnwood Public Library District was called to order by Vice President Martel at 7:01PM on September 25, 2017 in the library at 4000 W. Pratt Ave, Lincolnwood, IL 60712.

2. ROLL CALL

Trustees Present: Berger, Gimbel, George, Martel, Stavinoga
Trustees Absent: Beard, Poulson
Staff Present: Bero, Bochenski, Foster, Prochot, Renkosiak
Visitors Present: Paul Inserra

3. AUDIENCE TO VISITORS

Trustees recognized Nancy Foster, who celebrated her 30th anniversary at the library on September 2.

4. CONSENT AGENDA

Trustee Berger moved and Trustee Stavinoga seconded to **APPROVE ITEMS ON THE CONSENT AGENDA AS PRESENTED:**

- Approve Minutes of August 28, Special Board Meeting – B&A Hearing
- Approve Minutes of August 28, Regular Board Meeting
- Approve Financial Report and Disbursements for periods 8/1/17-8/31/17

Aye: Berger, Gimbel, George, Martel, Stavinoga **Nay:** none **Abstain:** none **Absent:** Beard, Poulson

5. FY17 AUDIT PRESENTATION AND ACCEPTANCE

Paul Inserra from McClure, Inserra & Company reviewed the various components of the FY17 working draft audit and responded to questions. The presentation and review process resulted in the following key conclusions:

- The library was issued a clean opinion for the FY17 audit
- The final audited construction costs were \$5,133,190, which was \$116,810 under budget

Because Mr. Inserra presented the working draft, Trustees will review and accept the final audit at the October 23, 2017 Board meeting.

6. REVIEW AND APPROVE SOCIAL MEDIA POLICY

Director Bochenski presented the draft of the Social Media Policy. She explained that the library has plans to expand and enhance our online social media presence, and establishing a policy will help guide our usage and expectations.

Trustee Berger moved and Trustee Stavinoga seconded to **APPROVE THE SOCIAL MEDIA POLICY AS PRESENTED.** Voice vote carried unanimously.

7. PRELIMINARY 2017 LEVY DISCUSSION

Trustees discussed the upcoming 2017 levy, and generally agreed that the anticipated Consumer Price Index increase of 2.1% was appropriate. The final levy will be voted on at the October 23, 2017 Board meeting.

8. REVIEW AND APPROVE 2018 HEALTH INSURANCE BENEFITS

Trustees reviewed the proposed staff health insurance benefits that would be effective January 1, 2018. Each option and recommendation was discussed at length, including the impact on staff and the library. Trustees deliberated about a library contribution to Family coverage, and agreed not to provide this option at this time, but requested that it be discussed in subsequent years.

Trustee George moved and Trustee Berger seconded to **APPROVE THE FOLLOWING STAFF HEALTH INSURANCE BENEFITS EFFECTIVE JANUARY 1, 2018:**

- Library pays for 100% of Employee Only Plan B health and vision insurance and covers the difference in the out of pocket costs for two years (until 12/31/19) for employees who have library health insurance as of December 31, 2017 or the Library pays for 80% of Employee Only Plan A health and vision insurance.
- Library pays for 100% of Employee Only dental insurance.
- Library pays for 100% of Short Term Disability insurance, and reduces the sick time cap to 60 days.

Aye: Berger, George, Martel, Stavinoga **Nay:** none **Abstain:** Gimbel **Absent:** Beard, Poulsom

9. FY18 PER CAPITA GRANT REQUIREMENTS

Trustees reviewed the following items as a requirement of the FY18 Per Capita Grant requirements:

- Chapter 12: Safety. Serving Our Public: Standards for Illinois Public Libraries.
- Chapters 1-5. Trustee Facts File
- Run Hide Fight: Safety education opportunity

10. REPORTS

Library Director Su Bochenski referred to her and Head of Operations Amy Prochot's written reports and answered questions.

Trustee George asked about the status of the resident print quota discussed at the August meeting. Trustees discussed the need and want for this service, the complexity of the solution, and possible page/dollar amounts. Trustees requested that Director Bochenski provide information at the October meeting on what it would look like for residents to receive 100 free printed pages.

11. SCHEDULE OF UPCOMING BOARD AND COMMITTEE MEETINGS

The following meetings were scheduled or confirmed:

- Regular Board Meeting: Monday October 23, 2017 7:00PM

12. ADJOURNMENT

Trustee Stavinoga moved and Trustee Berger seconded that **THE MEETING BE ADJOURNED AT 8:48PM**. Voice vote carried.


Secretary

