

Regular Board Meeting
Monday November 27, 2017 7:00PM
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 President Beard at 7:05PM on November 27, 2017 in the library at 4000 W. Pratt Ave, Lincolnwood, IL 60712.

2. ROLL CALL

Trustees Present: Beard, Berger, George, Gimbel, Martel, Poulsom, Stavinoga
Trustees Absent: None
Staff Present: Bochenski, Bonilla, Prochot, Renkosiak, Sehgal
Visitors Present: None

3. AUDIENCE TO VISITORS

There were no visitors present.

4. CONSENT AGENDA

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

- Approve Amended Minutes of September 25, 2017 Regular Board Meeting
- Approve Minutes of October 23, 2017 Regular Board Meeting
- Approve Minutes of November 6, 2017 Committee of the Whole Meeting
- Approve Financial Report and Disbursements for periods 10/1/17-10/31/17
- Approve FY18 Per Capita Grant

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

5. REVIEW FISCAL ACCOUNTABILITY POLICY RECOMMENDATIONS

Director Bochenski presented the modifications to the Fiscal Accountability Policy as requested by the Board at the October 23, 2017 meeting. Trustees briefly discussed the policy and the impact on library processes.

Trustee Berger moved and Trustee George seconded to **APPROVE THE REVISED FISCAL ACCOUNTABILITY POLICY AS PRESENTED.**

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

6. STRATEGIC PLAN UPDATE

Director Bochenski provided an update on the strategic planning efforts. Community input will be collected via mailed survey packet (with online option) and scheduled community conversations. Survey questions will be finalized by December 8, 2017. Trustee Martel suggested an in-library kiosk also be made available for patrons to provide input while at the library.

7. REVIEW AND APPROVE FREE PRINT QUOTA OPTIONS

Director Bochenski presented the board with a summary of budget/revenue impacts for residents to receive 100 free printed pages annually. Trustee George voiced his hypothesis that library patronage could increase if this benefit was extended to resident cardholders. Trustees further discussed the need and want for this service, and whether a page count or dollar amount was preferable.

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

Trustee George moved and Trustee Martel seconded to **APPROVE A FREE PRINT QUOTA TO LINCOLNWOOD RESIDENTS OF \$15 ANNUALLY, FOR A TRIAL PERIOD OF ONE YEAR, STARTING JANUARY 1, 2018.**

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

8. DETERMINE WHETHER TO CANCEL OR RESCHEDULE DECEMBER 25 BOARD MEETING

Trustee Beard moved and Trustee Martel seconded to **CANCEL THE DECEMBER 25, 2017 BOARD MEETING.** Voice vote carried unanimously.

9. REPORTS

Library Director Su Bochenski and Head of Access Services Vandana Sehgal referred to their written reports and answered questions; discussing the option of eliminating library card expiration. The Lincolnwood Library was featured in the November 15, 2017 issue of Library Journal, recognizing achievement in architecture and design as a result of the recent renovation.

Director Bochenski reported that per P.A. 100-0554, a sexual harassment policy must be adopted. She stated that the library currently has a sexual harassment policy incorporated in the Employment Handbook and Personnel Policy that meets all but one of the requirements. The policy will be modified to include the additional requirement and be brought to the board for approval at the January meeting.

Trustees generally agreed with Director Bochenski's recommendation not to allow an individual candy vendor to set up their business in the library.

Trustee Stavinoga asked about the status of the fireplace surround overheating and measures to prevent potential injury when there are many children in the café. Director Bochenski responded that the fireplace is not turned on during the after school hours, and we have begun lowering the flame and heat using the remote control at all other times.

Trustee Poulsom asked about possibly replacing older Friends of the Library sign by the delivery entrance. Staff will see how much it would cost to have a sign made that is similar to the one by the sculpture.

10. SCHEDULE OF UPCOMING BOARD AND COMMITTEE MEETINGS

The following meetings were scheduled or confirmed:

- **Regular Board Meeting:** Monday January 22, 2018 7:00PM

11. ADJOURNMENT

Trustee Martel moved and Trustee George seconded that **THE MEETING BE ADJOURNED AT 7:58 PM.** Voice vote carried.


Secretary