



Minutes

1. Call to order

President Reshkin called the meeting to order at 7:01 p.m. Secretary Snyder was physically present.

2. Roll call/Trustee requests to attend meeting via electronic means

Upon roll call, Trustees Boland, Jefferson, Polka, Reshkin, Snyder, and Vanderhoek were in attendance. Trustee Rodgers was absent.

3. Introduction of visitors

Also in attendance were Director Anthony Auston, Assistant Director Maureen Galvan, Assistant Director Melissa Gardner, Finance Manager Regina Stapleton, Assistant Manager PMD Jennifer Jazwinski, Administrative Coordinator Deborah Pettersen, Friends Representative Mark Hamlen, Debby Brauer, Sung (Peter) Cho, Valerie Sherman, and Jeffrey Westhoff.

4. Minutes of previous meetings

A. Approval of minutes: Regular Meeting of February 8, 2017

Trustee Snyder moved, seconded by Trustee Boland, approval of the minutes of the Regular Meeting of February 8, 2017, as presented.

Roll call vote:

Ayes: Boland, Jefferson, Polka, Reshkin, Snyder, and Vanderhoek.

Nays: None.

Abstain: None.

Absent: Rodgers. **Motion carried.**

B. Report of destruction of audio recordings as instructed by the Board

The destruction of the audio recordings will be accomplished later this week.

5. Financial report and authorization of expenditures

A. Approval of Warrant 2017-9 in the amount of \$514,266.09

Trustee Jefferson moved, seconded by Trustee Polka, that the Treasurer's financial report for the month ending February 28, 2017 be received and filed for audit and that Warrant 2017-9 for the month of March, 2017 in the amount of \$514266.09, be approved and authorized for disbursement.

Roll call vote:

Ayes: Boland, Jefferson, Polka, Reshkin, Snyder, and Vanderhoek.

Nays: None.

Abstain: None.

Absent: Rodgers. **Motion carried.**

B. Ratification of contracts

1. 2 year contract with Vogue Printers for printing of quarterly newsletter in the amount of \$11,993 per publication

Trustee Jefferson moved, seconded by Trustee Polka, ratification of the 2 year contract with Vogue Printers for the printing of the quarterly newsletter in the amount of \$11,993 per publication.

Roll call vote:

Ayes: Boland, Jefferson, Polka, Reshkin, Snyder, and Vanderhoek.

Nays: None.

Abstain: None.

Absent: Rodgers. **Motion carried.**

6. **President's report**

A. Report on the ILA Trustee Forum workshop

Trustees Boland and Snyder attended the ILA Trustee Forum workshop. The workshop focused on censorship and what libraries can do to protect intellectual freedom.

B. Report on the Annual Legislative Breakfast

Trustees Boland, Jefferson, Reshkin, Rodgers, Snyder, and Vanderhoek attended the Legislative Breakfast. The State budget impasse was discussed.

C. Approve dates of Library closures for Fiscal Year 2017-2018

Trustee Boland moved, seconded by Trustee Vanderhoek, approval of the proposed dates of Library closures for Fiscal Year 2017-2018 as presented.

Roll call vote:

Ayes: Boland, Jefferson, Polka, Reshkin, Snyder, and Vanderhoek.

Nays: None.

Abstain: None.

Absent: Rodgers. **Motion carried.**

D. Appointment of the Budget Committee

Trustees Jefferson (Chair), Boland, Polka, and Vanderhoek were appointed to the Budget Committee.

E. Reminder of April 18, 2017 as the date for the annual volunteer luncheon

The annual Volunteer Luncheon is Tuesday, April 18, 2017 at 11:30 a.m. in Meeting Room 1.

F. Reminder of March 11, 2017 as the date for the spring planning meeting

The Spring Planning Meeting is scheduled for Saturday, March 11, 2017 at 9:00 a.m.

G. Review of Library Board advocacy activities

Trustees attended the ILA Trustee Workshop and Legislative Breakfast. Trustee Snyder joined the Social Action Committee at the Countryside Church. He also commented that political groups are forming in the area. These are a good source for information regarding upcoming legislation.

7. Public comment

None.

8. Director's report

A. Review of Draft One of Fiscal Year 2017-2018 Strategic Plan

Director Auston reviewed the first draft of the Strategic Plan for Fiscal Year 2017-2018. Further review and discussion will take place at the March 11 Spring Planning Meeting.

9. **Other Reports**

A. Friends of the Palatine Library

Friends Representative Hamlen reported 189 volunteer hours for the month of January and 392 for the month of February. Revenues from the February sale were \$9675. The next sale is June 16, 17, and 18, 2017.

B. Palatine Public Library District Foundation

Trustee Jefferson reported that the Foundation met on February 13, 2017. They are preparing flyers for their upcoming April 26 Dine and Share fundraiser at Photos. The next meeting is scheduled for March 20, 2017.

C. RAILS

Trustee Snyder discussed establishing 501(3)(c) organizations.

D. Teen Advisory Board

Director Auston reported the TAB Executive Board is running the meeting this month. The theme is pie and pajamas. A debate is scheduled.

E. Policy Committee

1. Review and approval of proposed revisions to Policy 2: Library Cards and Accounts

Trustee Boland moved, seconded by Trustee Vanderhoek, approval of the proposed revisions and reapproval of all other sections of Policy 2: Library Cards and Accounts as presented, effective April 1, 2017.

Roll call vote:

Ayes: Boland, Jefferson, Polka, Reshkin, Snyder, and Vanderhoek.

Nays: None.

Abstain: None.

Absent: Rodgers. **Motion carried.**

2. Review of proposed revisions to Policy 11: Privacy Policy; Appendix 22: Officer's Request for Confidential Information; and Mission Statement

Director Auston discussed changes to Policy 11 and the Mission Statement. Policy 11, Appendix 22, and the Mission Statement will be on the April agenda for further review and approval.

10. Closed session for the purpose of deliberations concerning the salary schedules for one or more classes of employees, in compliance with 5 ILCS 120/2(c)(2)

Trustee Jefferson moved, seconded by Trustee Polka that the Board go into closed session for the purpose of deliberations concerning the salary schedules for one or more classes of employees, in compliance with 5 ILCS 120/2(c)(2).

Roll call vote:

Ayes: Boland, Jefferson, Polka, Reshkin, Snyder, and Vanderhoek.

Nays: None.

Abstain: None.

Absent: Rodgers. **Motion carried.**

The Board went into closed session at 8:20 p.m. and reconvened to open session at 9:13 p.m.

11. Approval of revised salary schedule

Trustee Boland moved, seconded by Trustee Snyder, approval of the revised salary schedule as presented effective April 1, 2017.

Roll call vote:

Ayes: Boland, Jefferson, Polka, Reshkin, Snyder, and Vanderhoek.

Nays: None.

Abstain: None.

Absent: Rodgers. **Motion carried.**

12. Correspondence

The Board received invitations to the 2017 Volunteer Luncheon.

13. Unfinished business

None.

14. **New business – for announcement, deliberations, and/or discussion
no official action will be taken**


None.

15. **Adjournment**

President Reshkin adjourned the meeting at 9:20 p.m.

Approved: 2017-04-12


Karen M. Reshkin, President


Hal Snyder, Secretary