BOARD OF TRUSTEES MEETING
2600 HARNISH DRIVE
SEPTEMBER 27, 2017
7:30 P.M.

The Board of Trustees of the Algonquin Area Public Library District met on Wednesday, September 27, 2017 at the Harnish Library.

All packets were distributed on Friday, September 22, 2017 and an agenda was posted in both libraries forty-eight hours prior to the meeting.

The meeting was called to order at 7:30 p.m. by President McGuire
Those answering roll call were Trustees Athmalingam, Gebhardt, McGuire, Schaaf, and Smith. Also present were Executive Director Bero, Assistant Director Murray, and Department Managers Christopherson, Pearsall, and Slavick. Trustee Sanchez arrived at 7:33 pm.

AUDIENCE TO VISITORS
Circulation Supervisor Husak

CONSENT AGENDA
A motion to approve the Consent Agenda as amended of the August 23, 2017 Board of Trustee Meeting Minutes to include the Board members kudos for the eclipse event and the August 2017 Disbursements was made by Secretary Schaaf and seconded by Vice President Gebhardt.

Ayes: Athmalingam, Gebhardt, McGuire, Sanchez, Schaaf, and Smith
Nays: None
Absent: Mejia
Abstain: None

APPROVAL OF POLICIES
There was some discussion. President McGuire would like to set a date for the Policy Committee to meet before the October or November Board of Trustees meeting. Trustee Sanchez will conduct a poll with the Policy Committee Members to set a date and time for the meeting.
A motion to approve the Revision to Policy 3060 Code of Conduct Policy was made by Vice President Gebhardt and seconded by Secretary Schaaf.

Ayes: Athmalingam, Gebhardt, McGuire, Sanchez, Schaaf, and Smith
Nays: None
Absent: Mejia
Abstain: None

ADOPTION OF RESOLUTION 2017-04, PROCLAMATION OF NATIONAL FRIENDS OF LIBRARIES WEEK 2017
A motion to adopt Resolution 2017-04, Proclamation of National Friends of Libraries Week 2017 was made by Secretary Schaaf and seconded by Vice President Gebhardt.

Ayes: Athmalingam, Gebhardt, McGuire, Sanchez, Schaaf, and Smith
Nays: None
Absent: Mejia
Abstain: None

ADOPTION OF RESOLUTION 2017-05, A RESOLUTION TO DETERMINE ESTIMATE OF FUNDS NEEDED

A motion to adopt Resolution 2017-05, a Resolution to Determine Estimate of Funds Needed was made by Trustee Sanchez and seconded by Trustee Athmalingam.

Ayes: Athmalingam, Gebhardt, McGuire, Sanchez, Schaaf, and Smith
Nays: None
Absent: Mejia
Abstain: None

SCHEDULE THE PUBLIC HEARING FOR THE ANNUAL LEVY ORDINANCE

A motion to schedule the Annual Levy Ordinance for November 17, 2017 at 7:30 pm was made by Secretary Schaaf and seconded by Vice President Gebhardt.

Ayes: Athmalingam, Gebhardt, McGuire, Sanchez, Schaaf, and Smith
Nays: None
Absent: Mejia
Abstain: None

ADOPTION OF ORDINANCE NO. 2017/2018-104, AN ORDINANCE PROHIBITING FIREARMS ON LIBRARY PROPERTY

A motion to adopt Ordinance No. 2017/2018-104, an Ordinance Prohibiting Firearms on Library Property was made by Vice President Gebhardt and seconded by Trustee Smith.

Ayes: Athmalingam, Gebhardt, McGuire, Sanchez, Schaaf, and Smith
Nays: None
Absent: Mejia
Abstain: None

REQUIREMENTS FOR PER CAPITA GRANT FY 2018: DISCUSSION OF TRUSTEE FACT FILE CHAPTERS 1-5

There was some discussion. Assistant Director Murray discussed the Illinois Library Per Capita Grant requirements with the Board the responsibilities of the Trustee Fact File Chapters 1 – 5.

A motion to accept the Requirements for Per Capita Grant FY 2018: Discussion of Trustee Fact File 3rd Addition Chapters 1-5 was made by President McGuire and seconded by Trustee Smith.

Ayes: Athmalingam, Gebhardt, McGuire, Sanchez, Schaaf, and Smith
Nays: None
Absent: Mejia
Abstain: None

CHANGE OF DATE FOR OCTOBER BOARD OF TRUSTEES MEETING

A motion to accept the Change of Date for the October 25, 2017 Board of Trustees Meeting to October 30, 2017 at 7:30 pm was made by Secretary Schaaf and seconded by Vice President Gebhardt.

Ayes: Athmalingam, Gebhardt, McGuire, Sanchez, Schaaf, and Smith
Nays: None
Absent: Mejia
Abstain: None

NEXT STRATEGIC PLANNING SESSION

President McGuire discussed the Next Strategic Planning Session to be held February 10, 2018 from 9:00 am – 3:00 pm depending on room availability. There was some discussion regarding hiring a facilitator for the planning session. Proposals will be brought to the November 15, 2017 Board meeting.

STAFF REPORTS

There was some discussion. Assistant Director Murray announced the hiring of her replacement. The new Assistant Director Carol Dolin will start on October 25, 2017.

CORRESPONDENCE

An offer for employment from the Algonquin Area Public Library District Board of Trustees presented to Assistant Director Murray for promotion to Executive Director.
Vice President Gebhardt thanked Assistant Director for sending the Construction Update emails.
Secretary Schaaf inquired about Banned Book Week and the library's activities surrounding Banned Books.
Secretary Schaaf would like to revisit the security of the construction site with the construction manager. Assistant Director Murray assured Secretary Schaaf that she met with the construction manager and he indicated that this level of security is usual and customary.
Five Trustees will attend the ILA Conference.
Executive Director Bero announced the AAPLD Library Loop 5K is October 22, 2017 with the race starting at 8:00 am. The Friends of the Algonquin Library are the number one sponsor for this event.
Assistant Director Murray also mentioned that there are additional opportunities for Trustee training if we would like to incorporate those.
President McGuire would like to put continuing education for the Board into the new strategic plan.
President McGuire thanked Librarian Donahue and Public Relations Associate Strzelecki for presenting at the Chamber of Commerce luncheon.

ADJOURNMENT

A motion to adjourn at 9:20 p.m. was made by Trustee Sanchez and seconded by Secretary Schaaf.

Ayes: Athmalingam, Gebhardt, McGuire, Sanchez, Schaaf, and Smith
Nays: None
Absent: Mejia
Abstain: None

ATTEST:

Stephen W. Schaaf

Secretary

APPROVED:

Kate K. McGuire

President