MINUTES OF ITASCA COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING
500 W. Irving Park Road
Itasca, Illinois
November 19, 2019

ROLL CALL
President Swanson called the regular meeting of the Board of Trustees of the Itasca Community Library to order at 7:00 p.m.

Present:
President, Maxine Swanson, Vice-President, Paul J. Nelson,
Secretary, Sharon Laughlin, Treasurer, Kris Kauther
Members: Michael Golden, Anne O. Boehne, Olia Mladenova

Also Present: Frank Murray, Library Director; Gail Herff, Business Manager

Absent: None

AUDIENCE TO VISITORS: None

The Board welcomed Frank to the library and to his first board meeting!

SECRETARY'S REPORT

1. **Approval of the Minutes from October 15, 2019**

   Mr. Golden made and Mrs. Laughlin seconded a motion to approve the minutes from the Tuesday, October 15, 2019 meeting, as presented.

   The motion carried on the following:

   Voice vote: **Ayes: 6** (Mrs. Boehne abstained.) **Nays: 0** **Motion Passed**

FINANCIAL REPORT

1. **Approval of Bills Payable**

   Mrs. Kauther made and Mrs. Mladenova seconded a motion to approve the Bills Payable in the amount of $ 76,164.82.

   The motion carried on the following:

   Roll Call Vote: **Ayes: 7** **Nays: 0** **Motion Passed**

   Mrs. Anne Boehne
   Mr. Michael Golden
   Mrs. Kris L. Kauther
   Mrs. Sharon R. Laughlin
   Mrs. Olia Mladenova
   Mr. Paul J. Nelson
   Mrs. Maxine Swanson

2. **Treasurer's Report:**

None

President's Report:

- Mrs. Swanson commented that an area on the sidewalk close to the book drop is elevated and likely a trip hazard. She asked to have it evaluated and repaired.
- Mrs. Swanson was pleased to read about Beth's appointment as Editor in Chief of the newsletter. Thank you to Beth for all her hard work! Mr. Nelson shared that he received unsolicited complimentary feedback from a patron about how nice our newsletter is.
- Mrs. Swanson requested a hard copy of the Trustee Fact File, so it can be reviewed for the Per Capita Grant.

Library Director's Report:

- Frank has scheduled a staff meeting for Wednesday, November 20th.
- He plans to meet weekly with department heads.

OLD BUSINESS

None

NEW BUSINESS

Mrs. Kauther made and Mrs. Boehne seconded a motion to approve the Omni Lighting proposal to replace the light pole fixtures.

The motion carried on the following:

Roll Call Vote: **Ayes: 7** **Nays: 0** **Motion Passed**

Mrs. Anne Boehne
Mr. Michael Golden
Mrs. Kris L. Kauther
Mrs. Sharon R. Laughlin
Mrs. Olia Mladenova
Mr. Paul J. Nelson
Mrs. Maxine Swanson

Mrs. Kauther made and Mrs. Mladenova seconded a motion to approve the charge $1 for a coffee pod.

The motion carried on the following:

Roll Call Vote: **Ayes: 7** **Nays: 0** **Motion Passed**

Mrs. Anne Boehne
Mr. Michael Golden
Mrs. Kris L. Kauther
Mrs. Sharon R. Laughlin
Mrs. Olia Mladenova
Mr. Paul J. Nelson
Mrs. Maxine Swanson

Mrs. Mladenova made and Mrs. Laughlin seconded a motion to approve the Director's annual compensation rate of $85,000.

The motion carried on the following:

Voice vote:	**Ayes: 7**	**Nays: 0**	**Motion Passed**

Mrs. Laughlin made and Mrs. Mladenova seconded a motion to approve the Executive Session Meeting minutes dated October 10, 2019 and October 15, 2019.

The motion carried on the following:

Voice vote:	**Ayes: 6** (Mrs. Boehne abstained.)	**Nays: 0**	**Motion Passed**

Mrs. Mladenova made and Mr. Golden seconded a motion to approve the Special Meeting minutes dated October 10, 2019.

The motion carried on the following:

Voice vote:	**Ayes: 6** (Mrs. Boehne abstained.)	**Nays: 0**	**Motion Passed**

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business before the Board, Mr. Golden made and Mrs. Kauther seconded a motion to adjourn.

The motion carried on the following:

Voice Vote:	**Ayes: 7**	**Nays: 0**	**Motion passed**

The meeting adjourned at 7:38 p.m.

Minutes were written by Gail Herff.

I hereby note these minutes are approved.

Sharon R. Laughlin
Sharon R. Laughlin, Secretary

Dec. 17, 2019
Date