

MINUTES OF ITASCA COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING
500 W. Irving Park Road
Itasca, Illinois
October 15, 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, Olia Mladenova

Also Present: Tuki Sathaye, Library Director; Gail Herff, Business Manager

Absent: Anne O. Boehne

AUDIENCE TO VISITORS: None

SECRETARY'S REPORT

1. Approval of the Minutes from September 17, 2019

Mr. Golden made and Mrs. Laughlin seconded a motion to approve the minutes from the Tuesday, September 17, 2019 meeting, as presented.

The motion carried on the following:

Voice vote:	Ayes: 6	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 \$ 93,895.30.

Mr. Golden asked what the 'Tailored Protection' insurance covered. It is our building and property coverage.

The motion carried on the following:

Roll Call Vote:	Ayes: 6	Nays: 0	Motion Passed
------------------------	----------------	----------------	----------------------

Mrs. Anne Boehne (*absent*)
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 extended her thanks and appreciation to everyone for their dedication and time during the recruitment process for our new library director.
- The article on the issues at the Northshore library was very interesting.
- Thank you to Tuki for taking care of many of the tasks for our annual Night with Santa before she leaves.

Library Director's Report:

- The renovation in the East Meeting Room should be completed within the next 2-3 weeks. There are some issues with the sink and backsplash, so they will be replaced.
- The door lights are going to be installed in the West Meeting Room doors on Friday.
- The Youth picture book shelving is scheduled to be delivered and installed the week of November 4th.
- Our coffee machine hasn't been working. The vending company we were using was acquired by another company and they are no longer interested in servicing this machine. We are exploring other options. We haven't heard any complaints as yet.
- She is hoping to have the parking lot sealing and the bollards resolved before she leaves.
- The library card sign-up and amnesty program were very successful. Some libraries are going fine free. We count on the revenue from fines, but it is something that we should revisit from time-to-time.
- Mrs. Laughlin commented about the e-book article in Tuki's report. She found it very interesting.

OLD BUSINESS

Tuki reviewed the Action Plan with the board.

NEW BUSINESS

Mrs. Laughlin made and Mrs. Mladenova seconded a motion to approve the Health Insurance & HRA continuation for retirees policy.

The motion carried on the following:

Roll Call Vote:	Ayes: 6	Nays: 0	Motion Passed
------------------------	----------------	----------------	----------------------

Mrs. Anne Boehne (*absent*)

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 Mr. Golden seconded a motion to approve the Salary Benchmarking Project.

The motion carried on the following:

Roll Call Vote: **Ayes: 6** **Nays: 0** **Motion Passed**

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

Mrs. Swanson made and Mrs. Laughlin seconded a motion to approve the Executive Session minutes dated:

August 20, August 27, September 3, September 5, September 10, September 11, September 16, September 17, September 23, September 26, September 30, October 1

The motion carried on the following:

Voice vote: **Ayes: 6** **Nays: 0** **Motion Passed**

Mrs. Mladenova made and Mrs. Kauther seconded a motion to approve the Special Meeting minutes dated:

August 27, September 3, September 5, September 10, September 11, September 16, September 23, September 26, September 30, October 1

The motion carried on the following:

Voice vote: **Ayes: 6** **Nays: 0** **Motion Passed**

EXECUTIVE SESSION

Mrs. Mladenova made and Mrs. Kauther seconded a motion to adjourn to Executive Session at 7:23 p.m.

The motion carried on the following:

Voice vote: **Ayes: 6** **Nays: 0** **Motion Passed**

ADJOURNMENT

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


The motion carried on the following:


Voice Vote: **Ayes: 6** **Nays: 0** **Motion passed**

The meeting adjourned at 8:10 p.m.

Minutes were written by Gail Herff.

I hereby note these minutes are approved.


Sharon R. Laughlin, Secretary


Date