

**BOURBONNAIS PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES
RECORD OF REGULAR BOARD MEETING PROCEEDINGS
April 17, 2017**

President David Stejkowski called to order the regular meeting of the Board of Trustees of the Bourbonnais Public Library District at 7 p.m. on April 17, 2017.

Trustees present: David Stejkowski, Sandra Beaupre, Mary Kay Blankestyn, Deborah Hendrick, Judith Smead and Ellen Stringer. Trustee Natalie Netherton was absent.
Also present: Library Director Kelly McCully.

President's Report: Stejkowski noted that a quorum was present. He reminded the Board that new trustee Laura Contreras will be at the May meeting.

Secretary's Report: The Board reviewed the minutes from the regular Board meeting held on March 20, 2017. Smead made a motion to approve the Board meeting minutes as presented. Stejkowski seconded the motion and it passed with a vote of all ayes. Trustee Netherton was absent.

Correspondence and Communications, and Public Comment (action items only): None.

Financial Report: Stringer reviewed the transactions, made a motion to pay the bills and asked if there were any questions. Stejkowski seconded the motion and Stejkowski, Beaupre, Blankestyn, Hendrick, Smead and Stringer voted yes. Trustee Netherton was absent. The balance sheet is tracking slightly under budget and will be submitted to the auditor.

Director's Report:

Deadlines: April 30, Statement of Economic Interest due.

Per Capita Grant Award Letter: The Library received the Per Capita Grant award letter for FY2017-18. The Library will receive \$18,822.46 at a rate of \$0.77644/resident.

Marketing: The Library sent out five email blasts in March. There are currently 599 people on the Library's email list and the Library has 661 likes on Facebook.

Programs: The Youth Services' Summer Reading Program will run from Monday, June 5 through Thursday, July 13. The theme this year is *Reading by Design* and will promote STEAM-based reading and activities.

Trustee Training: A trustee training workshop will be held at the Green Hills Public Library on Saturday, June 3 from 9 a.m. to 12 p.m. Contact McCully if you are interested in attending.

Community Garden: The Library hosted two information sessions for the Community Garden Project. Planting day for the garden will be Saturday, May 13 from 9 a.m. to 12 p.m. Contact McCully if you are interested in volunteering. Participants will receive breakfast, lunch and a t-shirt.

Committee Reports:

Personnel: Personnel needs to set a date for Director McCully's evaluation. McCully suggested committee members might want to attend the monthly supervisors' meeting on April 27 for input from the staff.

Finance: None.

Building and Grounds: A date still needs to be set for a walk-through of the building. McCully is waiting for dates from Bill Johnson for possible times. Among the problems to be reviewed are a roof problem, the sign out front and the landscaping.

Policy Committee: None.

Long Range Planning: None.

Unfinished Business: Community Garden Project: McCully reviewed the information on the Community Garden in her report. BESD wants the Library to cover the water bill for the garden. The school district has more staff time going to the project.

New Business: IGA with BESD 53: McCully is still concerned about possible liability from the Community Garden. The BESD attorney will work with the Library attorney until this is worked out.

Per capita requirement—Review Chapter 7, "Collection Management and Resources Sharing". The Board reviewed Chapter 7 with Director McCully to meet the per capita requirement.

Public Comment: Stejkowski asked that the Board be organized at the May meeting after the new and incumbent Trustees are sworn in.

Adjournment: Hendrick made a motion to adjourn the meeting at 7:47 p.m. Smead seconded the motion and it passed with a vote of all ayes. Trustee Netherton was absent.

Respectfully submitted,

Mary Kay Blankestyn, Board Secretary