

**BOURBONNAIS PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES
RECORD OF REGULAR BOARD MEETING PROCEEDINGS
June 19, 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 June 19, 2017.

Trustees present: David Stejkowski, Sandra Beaupre, Mary Kay Blankestyn, Deborah Hendrick, Judith Smead and Ellen Stringer. Trustee Laura Contreras was absent.

Also present: Library Director Kelly McCully.

President's Report: Stejkowski noted a quorum was present.

Secretary's Report: The Board reviewed the minutes from the regular Board meeting held on May 15, 2017, from the Personnel Committee meeting on May 22 and the Finance Committee meeting on May 30. Stringer made a motion to approve all the minutes as corrected. Beaupre seconded the motion and it passed with a vote of all ayes. Contreras was absent.

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

Financial Report: Stringer reviewed the transactions. Stejkowski made a motion to pay the bills and Smead seconded it. Stringer opened the floor for discussion or any questions. There were none. Stejkowski, Beaupre, Blankestyn, Hendrick, Smead and Stringer voted yes to approve the bills. Contreras was absent. The balance sheet is still tracking slightly under budget and will be submitted to the auditor.

Director's Report:

Director McCully reported that she was grateful for and impressed by Director's University. Director McCully and Trustees discussed the Director's Report in detail. She suggested that the Board check out the Library's Facebook page for daily updates. Trustee Hendrick commented that all the statistics are impressive, especially patron visits.

RAILS Standard: McCully reported that RAILS standards encourage training for all Trustees. There is a link in the Director's Report to a program on strategic planning. She also encouraged Trustees to attend FOIA and Open Meetings Act Training on June 28.

Committee Reports:

Personnel: Personnel met May 22 to discuss the Director's Evaluation and review the Employee Wage Scale for FY2017-18.

Finance: Finance met May 30 to review the Tax Computation Report/Cost Con-

trol Worksheet.

Building and Grounds: None.

Policy Committee: None.

Long Range Planning: None.

Unfinished Business: Community Garden Project Intergovernmental Agreement: Director McCully needed signatures on the IGA and that finalizes the Agreement.

New Business: Approve non-participation in non-resident program: Beaupre made a motion to approve non-participation in the non-resident program. Hendrick seconded the motion and it passed with a vote of all ayes. Contreras was absent.

Adopt .02 percent tax ordinance: McCully and the Board reviewed Ordinance No. 17-03: Ordinance authorizing levy of an addition tax for the maintenance, repairs and alterations of the library building and equipment. Beaupre made a motion to adopt Ordinance 17-03 as presented. Smead seconded the motion. Stejkowski, Beaupre, Blankestyn, Hendrick, Smead and Stringer voted yes. Contreras was absent.

Approve meeting dates ordinance FY17-18: McCully and the Board reviewed Ordinance No. 17-02 regarding meeting dates for FY17-18. Stringer made a motion to adopt Ordinance 17-02. Stejkowski seconded the motion. Stejkowski, Beaupre, Blankestyn, Hendrick, Smead and Stringer voted yes. Contreras was absent.

Approve recommendations from the Finance Committee: McCully and the Board reviewed the recommendations made by the Finance Committee on the Cost Control Worksheet. Stejkowski made a motion to approve the recommendations of the Finance Committee as presented. Beaupre seconded the motion. Stejkowski, Beaupre, Blankestyn, Hendrick, Smead and Stringer voted yes. Contreras was absent.

Approve recommendations from the Personnel Committee: McCully and the Board reviewed the recommendations made by the Personnel Committee on the Employee Wage Scale. Stringer made a motion to approve the recommendations of the Personnel Committee except with respect to the Director's evaluation. Smead seconded the motion. Stejkowski, Beaupre, Blankestyn, Hendrick, Smead and Stringer voted yes. Contreras was absent. The recommendations on the Director's evaluation will be reviewed in Executive Session. Director McCully reported that there is a bill on Gov. Rauner's desk approving a \$15 minimum wage to be gradually put in place over the next five years. The first year increase in 2018 (\$9/hour) would not affect any Library staff. The second year (2019, \$10) would affect 10 Library employees. The third year (2020, \$11.25/hour) would affect

15 Library employees. The fourth year (2021, \$13/hour) would affect 18 Library employees. The fifth year (2022, \$15/hour) would affect 19 Library employees. At 7:34 p.m., Stringer made a motion to enter into Executive Session to discuss the Director's evaluation. Smead seconded the motion and it passed with a vote of all ayes. Contreras was absent. Director McCully left the meeting at this time.

Approve Personnel Committee recommendations on the Director's evaluation: Stringer made a motion to approve the Personnel Committee recommendations on the Director's evaluation. Hendrick seconded the motion and it passed with a vote of all ayes. Contreras was absent.

Review of closed session minutes: There was only one closed session and it must remain closed as it concerns a personnel issue.

Public Comment: None.

Adjournment: Beaupre 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. Contreras was absent.

Respectfully submitted,

Mary Kay Blankestyn, Board Secretary