

**BOURBONNAIS PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES
RECORD OF REGULAR BOARD MEETING PROCEEDINGS
August 17, 2015**

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 August 17, 2015.

Trustees present: Sandra Beaupre, Mary Kay Blankestyn, Natalie Netherton, Patricia Paul, Judith Smead and David Stejkowski. Ellen Stringer was absent. **Also present:** Library Director Diana Dillinger and Library attorney Claire Chaplinski.

President's Report: Stejkowski updated the board on the condition of Stringer's son Joe who is in ICU at Comer's Children's Hospital. He also commented on the very successful Friends of the Library Book Sale.

Secretary's Report: None. The board reviewed the minutes from the regular board meeting on July 20, 2015. Smead made a motion to approve the minutes as corrected. Netherton seconded the motion and it passed with a vote of all ayes. Stringer was absent.

Correspondence and Communications, and Public Comment (action items only): Trustees received a flier for a referendum planning seminar, as well as a thank you note from Claire Chaplinski for the present for her baby, Vera.

Financial Report: Stejkowski presented the financial report in Stringer's absence. The board reviewed the bills. Stejkowski made a motion to pay the bills as presented. Blankestyn seconded the motion and Beaupre, Blankestyn, Netherton, Paul, Smead and Stejkowski voted yes. Stringer was absent. Stejkowski said the balance sheet was a little high but that was normal for July and a new fiscal year. The balance sheet will be presented to the auditor.

Director's Report:

New Book Club: Dillinger reported that Samantha from the library's information desk has started a new Science Fiction/Fantasy book club called The Page Turners meeting on the third Monday of each month at 6 p.m. in the coffee area. The first meeting brought in eight participants.

Marketing: An article promoting events in August ran in the Country Market on July 28. The library sent out three email blasts in July. There are 453 people on the library's email list and the library has 353 likes on Facebook.

Tax Disbursement: The library received the second tax distribution for the new fiscal year on July 31 in the amount of \$33,875.49.

Staff Updates: Kelly McCully has set up a workstation in Dillinger's office in preparation for moving in with her. Multiple applications were received for the Adult Services Supervisor position. Three external and two internal applicants have already been interviewed with one more being interviewed Aug. 17. Dillinger reported at the board meeting that the interviewing is now finished and she and McCully will discuss candidates in the near future.

HomeStar Bank: Dillinger presented a breakdown of principal and interest beginning January 2014 and ending June 30, 2015 on the library's mortgage with HomeStar Bank so trustees could see how the principal is going down.

Deadlines: Aug. 23, Last day to make tentative B&A ordinance available and publish notice for public hearing; Sept. 1, Annual Report due to State Library; Sept. 22, Deadline for Public Hearing and adoption of Budget & Appropriation Ordinance.

Committee Reports:

Personnel: None.

Finance: Finance met before the regular board meeting and recommends approving the Tentative Budget & Appropriation Ordinance No. 15-04 for the 2016-17 Fiscal Year.

Building and Grounds: None.

Policy Committee: None.

Long Range Planning: None.

Unfinished Business: None

New Business: Adopt Tentative Budget & Appropriation Ordinance No. 15-04 for the 2016-17 Fiscal Year: Beaupre made a motion to approve Tentative Budget & Appropriation Ordinance No. 15-04 for the 2016-17 Fiscal Year. Smead seconded the motion and Beaupre, Blankestyn, Netherton, Paul, Smead and Stejkowski voted yes. Stringer was absent.

Set date for public hearing on Budget and Appropriation Ordinance: Beaupre made a motion to hold the hearing at 7 p.m. Monday, Sept. 21 before the regular board meeting. Paul seconded the motion and it passed with a vote of all ayes. Stringer was absent. Stejkowski commented that it will be very important to have a quorum that night because of the deadline for the hearing and adoption of the ordinance.

Public Comment: None.

Adjournment: Paul made a motion to adjourn the meeting. Smead seconded the motion and it passed with a vote of all ayes. Stringer was absent.

Respectfully submitted,

Mary Kay Blankestyn, Board Secretary