

**BOURBONNAIS PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES
RECORD OF REGULAR BOARD MEETING PROCEEDINGS
October 20, 2014**

President Dave Stejkowski called to order the regular meeting of the Board of Trustees of the Bourbonnais Public Library District at 7 p.m. on October 20, 2014 at the library.

Trustees present: Sandra Beaupre, Mary Kay Blankestyn, Natalie Netherton, Patricia Paul, Judith Smead, Ellen Stringer, and Dave Stejkowski.

Also present: Library Director Diana Dillinger and attorney Claire Chaplinski.

President's Report: None.

Secretary's Report: None. The board reviewed the minutes from the regular board meeting on September 15. Beaupre made a motion to approve the minutes as corrected. Blankestyn seconded the motion and it passed with a vote of all ayes.

Correspondence and Communications, and Public Comment (action items only): Dillinger reported there was one item from the suggestion box. It was very complimentary and the patron appreciates the friendliness and professionalism of the library staff.

Financial Report: Stringer asked for any questions. The board reviewed the bills. Stejkowski made a motion to pay the bills as presented. Beaupre seconded the motion and Stejkowski, Beaupre, Blankestyn, Netherton, Paul, Smead and Stringer voted yes. Stringer said the balance sheet is tracking well and she will submit it to the auditor.

Director's Report: Dillinger reported that she had just returned from the Illinois Library Association annual convention. Lots of good ideas were presented. One idea was to have a self-check machine. If all Prairie Cat goes for it, this probably would be a good deal. It could be purchased with per capita funds.

World War I display: Dillinger reminded the board of the World War I Poster Exhibit in the library, part of the One Book, One Community events.

Marketing: Two articles promoting coming events at the library appeared in the Country Market on September 30 and October 7. The library sent out four email blasts in September. There are 391 people on the email list and there are 194 likes on the Facebook page.

Building and Grounds: The Master Gardeners will begin planting bulbs in October.

Incident report: Dillinger reported an incident with a patron who was violating the terms of use for the computers occurred Oct. 6. Kelly McCully, the supervisor in charge at the time, filed the report.

Staff workshop on customer service: KALA is sponsoring a workshop for library staff on customer service with grant money received from the RAILS library system. The library will close at 5 p.m. on Wednesday, November 5 and reopen at 2:30 p.m. on Thursday, November 6. This will allow all staff to attend. Nineteen staff members have signed up to attend. No library materials will be due on either of those days.

Deadlines: Dec. 2, Last day to adopt Levy Ordinance. Dec. 15-22, Filing dates for nominating petitions for library trustee.

Committee Reports:

Personnel and Finance: None.

Building and Grounds: None.

Policy Committee: None.

Long Range Planning: None.

Unfinished Business: None.

New Business: Discussion of potential No-Fine policy

Dillinger began the discussion of a potential No-Fine policy. She said on the plus side the policy is very popular with patrons and saves staff time. There is still a due date, still overdue notices and patrons will eventually be billed for unreturned items. Fines are less than one percent of the library's total budget. For the November meeting, Dillinger will contact No-Fine libraries for more information. Stejkowski asked that this be placed under Old Business for the November and December meetings.

Public Comment: None.

Adjournment: At 7:39 p.m., Smead made a motion to adjourn the meeting. Netherton seconded the motion and it passed with a vote of all ayes.

Respectfully submitted,

Mary Kay Blankestyn, Board Secretary