

**BOURBONNAIS PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES
RECORD OF REGULAR BOARD MEETING PROCEEDINGS
July 15, 2013**

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 July 15, 2013 at the library.

Trustees present: Sandra Beaupre, Mary Kay Blankestyn, Natalie Netherton, Pat O'Brien, Judith Smead and Dave Stejkowski. Patricia Paul was absent.

Also present: Diana Dillinger.

President's Report: Stejkowski commented that it was nice to see such good attendance at programs. He is still working on finding new legal counsel for the district.

Secretary's Report: None. The board reviewed the minutes from the regular June meeting. O'Brien made a motion to approve the regular meeting minutes as presented. Smead seconded the motion and it passed with a vote of all ayes. Paul was absent.

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

Financial Report: Stejkowski explained that the \$5,000 check at the top of page 2 in the Transaction Detail for July 9-15 was a transfer to the HomeStar checking account. O'Brien reported that the library was \$17,567.65 in the black at the end of the fiscal year on June 30. O'Brien made a motion to pay the bills as presented. Beaupre seconded the motion. Stejkowski, Beaupre, Blankestyn, Netherton, Smead and O'Brien voted aye. Paul was absent. The board reviewed the balance sheet. O'Brien will submit the balance sheet to the auditor.

Director's Report: Attorney Jack Beaupre retired as the legal counsel for the Bourbonnais Public Library after 35 years of service. He was honored with a certificate and a plaque.

Funds received: The library received the first real estate tax distribution in the amount of \$420,502.31 and the Per Capita Grant in the amount of \$24,912.29.

HomeStar accounts: Dillinger reported she met Danielle Walters of HomeStar to set up new deposit accounts.

Overdrive Conference: Dillinger will attend the biennial user group conference Overdrive hosts for all their digital consortium members the first weekend in

August in Cleveland. This includes programs and dialogues with publishers and authors, looks at the new generation of e-reader devices and roundtable sessions with other consortiums from around the country sharing ideas and tips. Keynote speaker will be Mitch Albom, author of "Tuesdays with Morrie" and "Five People You Meet in Heaven".

Dillinger also presented a report from Bill Johnson on the AC in the Children's Department. They are using the thermostats differently and Bill is ordering a part. If that doesn't work, then we will have to call Trane.

Deadlines: Aug. 25 Last day to make tentative budget and appropriation ordinance available for public inspection and publish notice for hearing thereon.

Committee Reports:

Personnel: Personnel will hold a joint meeting with the Finance Committee on Aug. 7 at 4 p.m.

Finance: Finance will meet July 25 and Aug. 5 (if necessary) at 6 p.m. O'Brien presented the FY 2013-14 cost control worksheet. Beaupre moved that the board approve the Finance Committee's report. Blankestyn seconded the motion. Stejkowski, Beaupre, Blankestyn, Netherton, O'Brien and Smead voted yes. Paul was absent.

Policy Committee: None.

Long Range Planning: met on July 9 to work on SWOT Analysis for the Per Capita Grant application. Committee will meet again at 6:30 p.m. Aug. 19, immediately before the regular board meeting.

Unfinished Business: Per capita grant requirements: See Long Range Planning above.

Logo: The board discussed the possibilities presented for a new logo and came to a consensus on two variations and two tag lines to send to the designer.

New Legal Counsel: Stejkowski will go over potential candidates at the next meeting of the local Bar Association.

New Business: Solicitation of group health insurance quotes: Two ads ran asking for bids and there were three respondents. The quotes will be discussed at the joint Finance Personnel Committee meeting.

Roof Repair: Storm damage included missing fascia, a missing downspout and damage to the ridge on the roof. Some of the vents are also dented. So far one quote has been received from M&M Home Remodeling Service. Quote for all damage other than the vents is \$2,620. Quote including the replacement of the vents is \$3,090. Board consensus was to try to get someone more

local, go with the lowest price, and do not file an insurance claim if quote is less than the deductible.

Public Comment: O'Brien asked to be registered for the Trustee Workshop in Elgin. He also asked about possibly donating some artwork for the study room.

Adjournment: At 7:54 p.m., O'Brien made a motion to adjourn the meeting. Beaupre seconded the motion and it passed with a vote of all ayes. Paul was absent.

Respectfully submitted,

Mary Kay Blankestyn, Board Secretary