

**BOURBONNAIS PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES
RECORD OF REGULAR BOARD MEETING PROCEEDINGS
July 21, 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 July 21, 2014 at the library.

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

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

President's Report: Stejkowski said that he needs to meet with Stringer about contacting Olivet Nazarene University about the parking lot to the rear of the library.

Secretary's Report: None. The board reviewed the minutes from the regular June 16 meeting and the Executive Session also held June 16. Beaupre made a motion to approve the minutes as corrected. Netherton 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: Stringer asked for any questions. Netherton asked about a furniture expense. Dillinger explained that it was for new stools for the circulation desk and a projector cart. Stejkowski made a motion to pay the bills as presented. Beaupre seconded the motion. Stejkowski, Beaupre, Blankestyn, Netherton, Smead and Stringer voted aye. Paul was absent. The board reviewed the balance sheet. Stringer noted that the year end balance sheet showed the library a little under projected expenses and a little over on income. Dillinger reported that the first tax distribution check was received on July 1 for \$416,144.31. She deposited the per capita check as well. Dillinger explained that the surplus for FY 2013-14 is \$25,590.06 and the auditor will advise the board where these funds should be used. Stringer will submit the balance sheet to the auditor.

Director's Report: The auditors will be at the library on August 11. Dillinger will be on vacation Aug. 14-25. Kelly McCully will be at the August 18 meeting in her place. Stejkowski and Dillinger retook the FOIA and OMA exams. McCully has also taken them so another staff member can handle this when Dillinger is unavailable.

Friends of the Library Book Sale: The FOL Book Sale will be held Thursday, July 24 from 4:30 to 8 p.m. (Presale is for members only. Membership will

be available at the door for \$5 per family. The sale will continue Friday, July 25 from 9 a.m. to 3 p.m. and Saturday (Bag Sale), July 26, 9 a.m. to 1 p.m.

Marketing: This year the library will have an entry in the 2014 Gallery of Trees at the Kankakee County Museum. Several articles appeared in the Country Market, one on June 24 with photos of the Summer Reading Kickoff Program, one on June 17 with photos of the Teen Safari Art Studio and another on July 1 promoting events at the library in July. The library sent out six email blasts in June. There are 347 people on the email list and there are 165 likes on the Facebook page.

Committee Reports:

Personnel and Finance: None.

Building and Grounds: None.

Policy Committee: Policy Committee will meet Wednesday, July 23 at 4 p.m.

Long Range Planning: None

Unfinished Business: None.

New Business: Illinois Library Association Conference—Trustee Day: Dillinger pointed out the registration form for Trustee Day. Board members interested in attending should let Dillinger know so she can register for them.

Executive Session: Beaupre voted to move into Executive Session to discuss personnel issues at 7:32 p.m. Smead seconded the motion. Stejkowski, Beaupre, Blankestyn, Netherton, Smead and Stringer voted aye. Paul was absent.

The board moved back out of Executive Session at 7:55 p.m. No action was taken from the Executive Session.

Public Comment: None.

Adjournment: At 7:57 p.m., Beaupre made a motion to adjourn the meeting. Stringer seconded the motion and it passed with a vote of all ayes. Paul was absent.

Respectfully submitted,

Mary Kay Blankestyn, Board Secretary