

**Glen Ellyn Public Library Board of Trustees
Meeting of July 18, 2016
Board Room, Third Floor**

CALL TO ORDER:

President Sailer called the meeting to order at 7:30 P.M.

ROLL CALL:

Trustees Present:

President:	Ran Sailer	Vice President:	Kelli Christiansen
Treasurer:	Molly McGinnis Knapke	Secretary:	Gina Meyers
Trustee:	Chris Crawford	Trustee:	Jill Clouse

Trustees Absent:

Trustee: Barbara Rundell

The chair declared that a quorum was present.

Library Staff Present:

Library Director:	Dawn Bussey
Business Manager:	Maria Tachna
Adult Services Dept. Head:	Susan DeRonne

AUDIENCE PARTICIPATION:

Brian LeFevre, CPA from Sikich, LLP briefly reviewed the audit report for the fiscal year just ended December 31, 2015. The Library once again received an unmodified opinion, which is the highest rank an organization can receive. The Library Management's Discussion & Analysis, prepared by Library staff, was briefly overviewed. The MD&A provides the Library an opportunity to review and assess the overall financial condition and operation of the Library. Because the Library is still comparing data to a short, eight-month year, the MD&A will not be as useful when comparing data from year to year. Mr. LeFevre reviewed the Statement of Net Position which consists of a combined fund report for the Library. The funds are then broken down between major and non- major funds to reflect fund balances in greater detail. Mr. LeFevre explained that the Library's major and non-major funds remained the same this fiscal year. GASB Statement 68 was implemented in FY2015 and shows the Library's liabilities in IMRF as a separate from the Village. Implementing GASB Statement 68 creates a new Net Pension Liability line within the reports while also creating a uniformity for reporting across for each plan.

MINUTES OF PREVIOUS MEETING:

Secretary Meyers moved to accept the minutes of the regular Library Board meeting on June 20, 2016. Motion Seconded and Carried – Voice Vote Unanimous with Trustee Crawford abstaining.

COMMUNICATIONS:

The Board reviewed the monthly correspondence.

OFFICER'S REPORT:

Treasurer Knapke reported on the financials this month. Of particular note, the expenditure of \$30,264 was paid to Pekin Insurance for the annual premium, \$24,421.20 was paid to Core Mechanical, however, the check will be held until the final punch list is completed, and a payment of \$7,500 was made to Random House for the join Elizabeth Stout program.

FINANCIAL REPORTS:

Treasurer Knapke moved to authorize expenditures for goods and services totaling \$260,883.27 as listed in the July 2016 Expenditure Approval List. Motion Seconded and Carried – Roll Call Vote Unanimous.

Treasurer Knapke moved to accept the June 2016 Revenue and Fund Summary Report, and July 2016 Expenditure Reports. Motion Seconded and Carried - Voice Vote Unanimous.

LIBRARIANS' REPORTS:

Statistics for the Library have been holding steady. Visits to the Library decreased 5% this month but increased 5% for the year, loans of materials are still holding steady, reference inquiries increased 15% for the month, adult database usage increased 25% for the month, 8% for the year, youth database usage has increased 8% for the year, and study room usage has increased 37% for the month, 38% for the year.

Along with 10 other public libraries we will be hosting a program titled One Author – One Community: A Morning with Elizabeth Strout on September 24th at 10 AM in Willowbrook. The Library is also partnering with Glenbard District 87 to bring author Rebecca Skloot to Glenbard West on August 25th at 7 PM.

Trustee Clouse moved to accept the Librarian's Report. Motion Seconded and Carried - Voice Vote - Unanimous.

NEW BUSINESS:

Approval of Resolution 2016-1, a Resolution Determining Prevailing Wage Rates Within the Library for Certain Laborers, Mechanics and Other Workman:

Vice President Christiansen moved to approve Resolution 2016-1, a Resolution Determining Prevailing Wage Rates Within the Library for Certain Laborers, Mechanics and Other Workman. Motion Seconded and Carried - Voice Vote Unanimous.

Discuss Educational Programs and Training Opportunities – Specifically Integrating New Technologies for Members for FY2017 Per Capita Grant:

Many different programs and technologies were discussed such as: Cable No More Programming and the Living Room Exhibit, the Oculus Rift equipment and Program, and the Library considering joining the SWAN consortium.

OTHER BUSINESS:

Capital Asset Study Update:

The Board discussed requesting a proposal to update the Capital Asset Study in 2017. The current study was conducted in 2012 at a cost of \$24,300. It is recommended these plans be

updated every 3 – 5 years. After discussion ensued, the Board decided that a proposal to update the Capital Asset Study should be budgeted for and obtained in 2017.

Establish Retreat Date:

The Board decided to schedule their retreat on October 15, 2016 9am – Noon in order to discuss the Strategic Plan.

ADJOURNMENT:

At 9:16pm Vice President Christiansen **moved to adjourn the Library Board Meeting. Motion Seconded and Carried – Voice Vote Unanimous.**

Meeting adjourned at 9:17pm

Maria Tachna

Business Manager