

**Glen Ellyn Public Library Board of Trustees
Meeting of March 21, 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:	Barbara Rundell	Trustee:	Jill Clouse
Trustee:	Chris Crawford		

The chair declared that a quorum was present.

Library Staff Present:

Library Director:	Dawn Bussey
Business Manager:	Maria Tachna
Adult Department Director:	Susan DeRonne
Youth Department Director:	Renee Grassi
Circulation Department Director:	Carrie Jeffries

AUDIENCE PARTICIPATION:

Ian Lashbrook, the Library's Instructional and Business Outreach Librarian, gave a brief presentation to the Board. Ian showed green screen pictures from the Library's STEAM Fair. A total of 78 photos were taken, with 139 people in the pictures, and 30% of those people gave the Library permission to use their photos. Ian explained his instruction philosophy, and also described how he has transformed orientation classes to a series of classes called, "Getting your Bearings". Ian is currently working on a "Cable No More" exhibit. This exhibit will premiere towards the end of April in conjunction with Money Smart Week. Ian will be offering an in house exhibit with all the devices like Roku, Apple TV, Netflix, Hulu and Hoopla. The Lounge on the 2nd floor will be changed to make it appear more like a living room, and members will be able to check out the room, find out what the devices do or what they don't do. This interactive space will be offered for one month.

MINUTES OF PREVIOUS MEETING:

Trustee Clouse moved to accept the minutes of the regular Library Board meeting on February 16, 2016. Motion Seconded and Carried with Vice President Christiansen abstaining – Voice Vote Unanimous.

COMMUNICATIONS:

The Board reviewed the monthly correspondence.

OFFICER'S REPORT:

Treasurer Knapke reported on the financials this month. Of particular note, \$1,732.20 was paid to BTC to inspect the attic, \$1,199 was paid to Illini Power Products for the annual generator inspection, and \$2,939.88 was paid to Newegg for a replacement server.

FINANCIAL REPORTS:

Treasurer Knapke moved to authorize expenditures for goods and services totaling \$296,672.80 as listed in the March 2016 Expenditure Approval List. Motion Seconded and Carried – Roll Call Vote Unanimous.

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

LIBRARIANS' REPORTS:

Statistics for the Library are up. Visits to the Library increased 1% this month and 3% for the year so far, loans of material increased 4% for the month, reference inquiries increased 11% for the year, adult database usage had a slight decrease for the month but still has a 5% increase for the year, youth database usage increased 31% for the month and 19% for the year, overall program attendance decreased slightly for the month, mostly due to STEAM Fair taking place in February last year, and WIFI logins increased 16% for the month.

The HVAC project will start on March 22nd and will take about three weeks to complete. A new concrete pad will be constructed, and all the piping will be pulled out or capped since the refrigerant used is different. Because of where the project is taking place, it should not affect service or the public.

The STEAM Fair was a great success with 17 exhibitors and 3 Chemistry magic shows. Over 900 people attended this event, and all feedback so far has been positive. During the STEAM Fair, the Friends held a booksale and brought in over \$500. This was the first time a basement sale was held during STEAM. Beer, Bacon and Books was also a great success, and the Library sold out with 112 attendees. This program has also had very positive feedback.

Select staff are using Office 365 email and testing it in preparation for converting all staff to this email system.

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

UNFINISHED BUSINESS:

Approval of Security Camera Policy:

President Sailer moved to approve the Security Camera Policy. Motion Seconded and Carried – Voice Vote Unanimous.

NEW BUSINESS:

Review of Updated LINC Bylaws:

The Board reviewed the Updated LINC bylaws.

LINC 2016/2017 Proposed Budget:

Treasurer Knapke moved to approve the LINC 2016/2017 Proposed Budget. Motion Seconded and Carried – Voice Vote Unanimous.

ADJOURNMENT:

Treasurer Knapke moved to adjourn the meeting. Motion Seconded and Carried – Voice Vote Unanimous.

Meeting adjourned at 8:32

Maria Tachna

Business Manager