Glen Ellyn Public Library Board of Trustees
Meeting of May 16, 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
Youth Department Director:	Renee Grassi
Circulation Department Director:	Carrie Jeffries

AUDIENCE PARTICIPATION:
Katie Scherer, President of the Friends of the Glen Ellyn Public Library presented the board with their annual donation check in the amount of $32,000. Katie also explained the Friends have sponsored the Chemistry Magic Show in March for $600, paid for the Annual Staff Service Awards in April in the amount of $750 will cover the expenses for the Ice Cream Social in June and have committed $1,000 to the Read to Build Summer Reading Program. Katie invited the members of the board to attend the Donor Appreciation Pool, Patios and the Invention of the American Backyard Opening Night event on June 17.
Carrie Jeffries, the Library's Circulation Department Head, gave a brief presentation to the Board. Carrie described the role circulation department played in returning the youth collection to the newly remodeled youth area last December. Carrie also shared that over the years of collecting monies for the food pantry in the cans placed at the circulation desk upwards of $10,000 has been generated. Finally, Carrie explained the large increase in Interlibrary Loan Statistics noted last month is the result of providing service to 69 adult book clubs.

MINUTES OF PREVIOUS MEETING:
Trustee Clouse moved **to accept the minutes of the regular Library Board meeting on April 18, 2016. Motion Seconded and Carried – Voice Vote Unanimous.**

COMMUNICATIONS:
The Board reviewed the monthly correspondence.

OFFICER'S REPORT:
Treasurer Knapke reported on the financials this month. Of particular note, the expenditure of $220,860.80 charged to the BEM Fund. This is the for the HVAC Compressor replacement

project. The remaining contingency will be paid once the punchlist has been completed and the manuals and warranties have been issued.

FINANCIAL REPORTS:

Treasurer Knapke moved **to authorize expenditures for goods and services totaling $401,004.57 as listed in the May 2016 Expenditure Approval List. Motion Seconded and Carried – Roll Call Vote Unanimous.**

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

LIBRARIANS' REPORTS:

Statistics for the Library are up. Visits to the Library increased 4% this month and 7% for the year, loans of material increased 2% for the month and are holding steady for the year, reference inquiries increased 22% for the month, 15% for the year, and overall program attendance increased 17% for the month and 19% for the year.

Amy Waters will be presented the 2016 D89 Community Service Award at the district Staff Luncheon on June 1. The Cable No More Exhibit is open and is being well received by our members. Author of the Immortal Life of Henrietta Lackes, Rebecca Skloot will be presenting as one of the speakers for the Glenbard parent Series in August. The library has contributed $1,000 toward the cost of her visit and will help promote the program to the residents of Glen Ellyn. The Technology Survey is up and running. The HVAC project is nearing completion.

Vice President Christiansen **moved to accept the Librarian's Report. Motion Seconded and Carried - Voice Vote - Unanimous.**

NEW BUSINESS:

Approval of Food Pantry Collection:

Secretary Meyers **moved to approve the request to continue collecting change in the food pantry donation containers placed on the circulation desk. Motion Seconded and Carried – Voice Vote Unanimous.**

Release of Executive Session Minutes:

Vice President Christiansen **moved to release the executive session minutes dated October 19, 2015 while leaving the executive session minutes dated April 16, 2012, April 15, 2013, April 21, 2014, December 15, 2014, and November 16, 2015 closed to the public as well as destroying the executive session recordings dated from January 18, 2010 thru October 20, 2014. Motion Seconded and Carried – Voice Vote Unanimous.**

Review Standards for IL Public Libraries, Chpt. 6 "Access" for FY 2017 Per Capita Grant:

Director Bussey reviewed the contents of this chapter with the board and provided copies of all supporting policies.

ADJOURNMENT:

At 8:36pm Trustee Crawford **moved to adjourn the Library Board Meeting. Motion Seconded and Carried – Voice Vote Unanimous.**

Meeting adjourned at 8:37pm

Dawn Bussey

Director