

**Glen Ellyn Public Library Board of Trustees  
Meeting of January 16, 2017  
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 Services Dept. Head	Susan DeRonne
Youth Services Dept. Head	Stephanie Rivera
Circulation Dept. Head	Carrie Jeffries

**AUDIENCE PARTICIPATION:**

Ian Lashbrook, Instructional Library and Business Liaison, gave a brief presentation to the board. Ian discussed how there has been a shift in the instruction at the Library. Most computer classes are now more geared towards orientation and familiarizing, while more complicated instruction is offered through the Library's one-on-one program. Other classes offered are more focused on technology, like the recent "Cable No More" program. This spring, in conjunction with STEAM Fair, Ian will present a smart home exhibit, utilizing the 2<sup>nd</sup> floor Lounge for the demonstration. Virtual Reality is being integrated more in the Library's programming, using the Oculus or the PlayStation VR. Ian is hoping to showcase virtual reality every quarter. In the summer, Ian will have classes focusing on smart homes, how they work and if they're here to stay or just a fad. Ian will be starting a series for the small businesses in the community, focusing on different resources the Library has to offer, how to use them, which social media is right for the business and which one should be used to get customers. The Chamber of Commerce will be hosting the first of these series which is scheduled for Spring.

**MINUTES OF PREVIOUS MEETING:**

Trustee Clouse moved to accept the minutes of the regular Library Board meeting on December 19, 2016. Motion Seconded and Carried – Voice Vote Unanimous.

**COMMUNICATIONS:**

The Board reviewed the monthly correspondence.

## **OFFICER'S REPORT:**

Treasurer Knapke presented the financials for January. There were two sets of financial documents, one reporting invoices that were paid in December and any accrued back to December, and one reporting new year expenditures for the month. Of particular note, ASI Signage Innovations was paid \$6,625 for new signage for the 2<sup>nd</sup> floor and Building Technology Consultants was paid \$7,000 for the remainder of the Capital Asset Study.

## **FINANCIAL REPORTS:**

Treasurer Knapke moved to authorize expenditures for goods and services totaling \$204,324.37 as listed in the January 2017 Expenditure Approval List. Motion Seconded and Carried – Roll Call Vote Unanimous.

Treasurer Knapke moved to accept the December 2016 Revenue and Fund Summary Report, and the January 2017 Expenditure Report. Motion Seconded and Carried – Voice vote Unanimous.

## **LIBRARIANS' REPORTS:**

Visits to the Library decreased slightly in December, but still increased 8% for the year, loans of material increased 6% for the year, reference inquiries increased 14% for the year, program attendance increased 9% for the year, study room usage increased 29%, and adult database usage increased 5% for the year.

The webpage redesign is continuing and in the stages of final tweaking. Staff have had some time to familiarize themselves with the new design before it goes live February 1, 2017.

The SWAN vote is complete and members have accepted LINC and MAGIC libraries. A timeline will be developed for both the move and dissolution of LINC.

Whiskey and Words is coming up on February 10<sup>th</sup>. Ticket price is \$35 per person and includes 4 tastings of different whiskeys paired with selected appetizers. The Summer Reading Program this summer will be "Reading for Supplies" and the Library has partnered up with Supplies 4 Success. Both the Friends of the Library and Library Foundation will be sponsoring the program, donating \$1,000 each if the community reaches its reading goals. The cost of one back to school pack is \$25.

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

## **NEW BUSINESS:**

### **Review of Economic Disclosure Statement:**

The Board reviewed the Statement of Economic Interest which will have to be filed with the County Clerk.

### **Resolution 2017-1: Non-Resident Card Participation:**

Trustee Rundell moved to approve Non-Resident Card Participation Agreement. Motion Seconded and Carried – Voice Vote – Unanimous.

**ADJOURNMENT:**

Vice President Christiansen moved to adjourn the meeting. Motion Seconded and Carried – Voice Vote Unanimous.

Meeting adjourned at 8:37

Maria Tachna

Business Manager