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: Stephanie Rivera
Circulation Department Director: Carrie Jeffries

AUDIENCE PARTICIPATION:
Jamie Simmons, the Library’s Materials Processing Department Head, gave a brief presentation to the Board. Jamie explained the flow of the Department as well as some of their basic responsibilities. Jamie proceeded to tell the board about a product purchased two years ago called Collection HQ, which is a powerful collection development tool. When it was first introduced to staff, it was done at the consortium level and lacked the ability to focus on just the Glen Ellyn collections. Jamie showed a few of the reports that can be run on the entire collection or filtered down to specific collections. Staff will be able to run reports on which titles may be grubby from a great deal of circulations, or which titles have never been checked out. Reports in Collection HQ can also go as far as looking at the demand for materials, which authors are popular in this community, and which materials are overstocked or understocked.

PUBLIC COMMENTS:
John Mulherin thanked Presided Ran Sailer for his years of service to the Library.

MINUTES OF PREVIOUS MEETING:
Vice President Christiansen moved to accept the minutes of the regular Library Board meeting on March 20, 2017. 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, $2,893.84 was paid to Provantage for toner, $2,378.40 was paid to RAILS for Boopsie, the Library’s app, $5,200.67 was paid to ASI Signage Innovations for the remainder of the balance for new Youth Department signage, $4,721.48 was paid to United States Fire Protection for the repair work on the dry sprinkler system.

FINANCIAL REPORTS:
Treasurer Knapke moved to authorize expenditures for goods and services totaling $201,220.23 as listed in the April 2017 Expenditure Approval List. Motion Seconded and Carried – Roll Call Vote Unanimous.

Treasurer Knapke moved to accept the March 2017 Revenue and Fund Summary Report, and April 2017 Expenditure Reports. Motion Seconded and Carried - Voice Vote Unanimous.

LIBRARIANS’ REPORTS:
Statistics for the Library have slightly decreased in some categories. The Library is beginning to see some of the decline that has hit various neighboring libraries in the previous years. Meeting Room usage and Home Deliveries both increased slightly for the month.

The Library will be taking a VR exhibit to the upcoming Market Francais event on April 26th. Earth Day programs will be held on April 22 in conjunction with the Recycling Extravaganza that will be held in the commuter lot. Signs for the Story Walk for Prairie Path Park are here and will be installed at the park shortly. Rotary is hosting a park cleanup day on Jay 6th, and we will hold a ribbon cutting for the park late May to early June. Summer Reading 2017 will commence in May, and we will be partnering with Supplies 4 Success.

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

NEW BUSINESS:
American Flag Information Distribution:
Trustee Crawford moved to approve the request of the Anan Harmon Chapter of the Daughters of the American Revolution to distribute information about the American flag on Wednesday, June 14, 2017. Motion Seconded and Carried – Voice Vote Unanimous.

EXECUTIVE SESSION:
At 8:48 Trustee Crawford moved recess the Library Board Meeting and move into executive session for the purpose of Semi-Annual review of previous minutes and recordings being held in executive session. Motion Seconded and Carried – Voice Vote Unanimous.

Release of Executive Session Minutes:
At 8:54, Trustee Crawford moved to recommence to the regular Library Board Meeting and release the executive session minutes dated April 16, 2016 while leaving the remainder of executive session minutes closed to the public as well as destroying the executive session recordings dated from June 2014 thru February 2015. Motion Seconded and Carried – Voice Vote Unanimous.
ADJOURNMENT:
At 9:04 Trustee Crawford moved to adjourn the Library Board Meeting. Motion Seconded and Carried – Voice Vote Unanimous.

Meeting adjourned at 9:05

Maria Tachna
Business Manager