CALL TO ORDER:
Vice President Clouse called the meeting to order at 7:30 P.M.

ROLL CALL:
Trustees Present:
Vice President: Jill Clouse     Treasurer: Molly McGinnis Knapke
Secretary: Barbara Rundell     Trustee: Andre Wright
Trustee: Shannon Burgess     Trustee: Diana Foth

Trustees Absent:
President: Chris Crawford

The chair declared that a quorum was present.

Library Staff Present:
Library Director: Dawn Bussey
Adult Services Dept. Head: Susan DeRonne
Youth Services Dept. Head: Stephanie Rivera
Business Manager: Maria Tachna
Circulation Services Dept. Head: Carrie Jeffries

AUDIENCE PARTICIPATION:
Dan Pohrte, architect from Product Architecture and Design, presented the plans for Phase III of the Library’s Interior Renovation Plans. Dan compared the existing plan to the new plan. By changing the front entrance sequence which will lead into an open lobby, it will eliminate many of the barriers now present and relieve the bottle neck of congestion which occurs in the vestibule. The renovation also will add a café and kitchenette, filling a request the Glen Ellyn community has long had. The new plan will flip the meeting room and circulation workroom, allowing one central place for circulation staff as well as making the meeting rooms more visible and more easily maintained. A drive-up window and drive up return will be added, as well as a space for the future automated sorter system.

Eileen Mullin-Gasteier, director of the Jungle Book Ball, gave a brief update on the progress thus far. Invitations were mailed to 8,300 Glen Ellyn cardholders to entice people to purchase tickets at a discounted early bird rate. Eileen outlined the evening’s schedule and spoke about transforming the library into a safari for this inaugural event. It is hoped that this event will sell out with 300 people attending. A VIP hour will start at 6:00 PM, and regular registration will begin at 7:00. Two open bars will be accessible for guests, with three signature jungle themed drinks being available as well as others. Whiskey Acres has agreed to partner with the Foundation and donate the libations, and Cab and Company will donate wine. A silent auction with a variety of items will be showcased, followed by a live auction and paddle raise.

Susan DeRonne, Adult Department Director, gave a brief presentation to the Board. Ian Lashbrook and Amy Franco will be presenting their Fake News program to a variety of organizations, including presenting at Itasca Public Library’s in-service day, presenting at ILA in Peoria, at SWAN, as well as our own in-service day in October. Sarah Kleiva, Outreach Librarian, just implemented a Next Chapter Book club for adults with disabilities. Josh O’Shea, YA Librarian, held a Nerf War Night in which 18 students attended. Alex Herzberg, Readers’
Advisory Librarian, is the face of all the book clubs the Library aids with, now approximately 70 book clubs, and Carol Waller purchases materials on history and travel. Chris Swearson and Brigitte Bell fill in on weekends and run the Artist of the Month program, while Sharon Bannister splits her time between automation and working on the adult reference desk. Susan also reported that all staff are trained on passports and so far, this year $15,000 has been brought in. Second floor signage will be installed in September, smart TV’s are being installed in all the study rooms, and new locks will be installed on the study room doors allowing staff to open them from the information desk.

MINUTES OF PREVIOUS MEETING:
Treasurer Knapke moved to accept the minutes of the regular Library Board meeting on June 19, 2017. Motion Seconded and Carried – Voice Vote Unanimous.

COMMUNICATIONS:
The Board reviewed the monthly correspondence.

OFFICER’S REPORT:
Treasurer Knapke reported on the financials in June. Of particular note this month, $2,440 was paid US Liability Insurance Company for Directors and Officers insurance, $3,067.54 was paid to AV Techsource, Inc. for the installation of the smart TVs in the study rooms, $7,157.43 was paid to Cintas for regularly scheduled cleaning as well as battery replacement and inspection for all emergency exit signs, and $11,068.75 was paid to Product LLC for architectural drawings on the Circulation remodel.

Treasurer Knapke moved to authorize expenditures for goods and services totaling $286,730.77 as listed in the August 2017 Expenditure Approval List. Motion Seconded and Carried – Roll Call Vote Unanimous.

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

LIBRARIANS’ REPORTS:
Director Bussey reviewed various library statistics for the month. Loans of material, reference inquiries, and database usage continued to see slight decreases in July. Streaming services are making an impact, but looking at usage patterns since 2010, it is apparent that things ebb and flow. Summer reading statistics have increased this summer with registrations and logging books and hours read.

1,000 solar eclipse glasses were available because of a grant from NASA. All 1,000 were distributed very quickly. The SWAN merger is moving along. SWAN will soon start meeting with other staff members from the LINC Library. RAILS has now suspended any additional grants to libraries wishing to join LLSAPS for at least the next RAILS fiscal year. During the course of that year, RAILS staff plan to reevaluate these grants as well as the formula by which RAILS funds LLSAPS. RAILS have informed all LLSAPS that the funding they receive will remain flat for FY2018 and FY2019.

Secretary Rundell moved to accept the Librarian’s Report. Motion Seconded and Carried - Voice Vote - Unanimous.
NEW BUSINESS:

Annual BEM Transfer:
Treasurer Knapke moved to approve a transfer in the amount of $580,000 into the BEM Fund effective August 21, 2017. Motion Seconded and Carried – Roll Call Vote – Unanimous.

Approval of Fund Consolidation Plan:
Vice President Clouse moved to approve the Fund Consolidation Plan, consolidating the Hiatt Memorial Fund and the Hiatt Restricted Fund into the BEM Fund as well as consolidating the Per Capita Grant Fund and Miscellaneous Grant Fund. Motion Seconded and Carried – Voice Vote – Unanimous.

ADJOURNMENT:
At 9:14, President Clouse moved to adjourn the regular Board Meeting. Motion Seconded and Carried – Voice Vote Unanimous.

Meeting adjourned at 9:15

Maria Tachna
Business Manager