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
Youth Department Director: Stephanie Rivera
Circulation Department Director: Carrie Jeffries

AUDIENCE PARTICIPATION:
Kelly Kalinich, president of the Glen Ellyn Library Foundation, and Eileen Mullin-Gasteiier gave a brief presentation on the anticipated Jungle Book Ball, taking place November 4, 2017. The proceeds from the Jungle Book Ball will support Phase III of the Glen Ellyn Public Library Master Renovation Plan. The event will take place on the second floor of the Library with a VIP hour starting at 6 and general admission tickets starting at 7. There will be a silent auction offering items or unique experiences. Some food and beverages will be available, then a small program, then a live auction and paddle raise. Eileen and Kelly presented a formal timeline leading up to the event. More details will be made available as they become presented.

Stephanie Blackwell, Marketing Coordinator, gave a brief presentation to the board. Stephanie gave an overview of the newly redesigned website. The previous theme was unsupported and continued to deteriorate as more changes were made. The new website is tab focused and keyboard accessible. The website is also mobile friendly now, and members can access more from the main page. The new website rolled out March 1, 2017 in conjunction with the new redesign of “The Guide,” the Library’s printed newsletter. The Guide has been expanded to twelve pages so that the Marketing Department can do more than just promote events. It allows new content to be added, services can be promoted, and both the Adult and Youth Departments have their own columns. Lastly, the Library’s weekly e-newsletter “Bookmark It” has been redesigned as well, and updated to send out in the evenings instead of the mornings. The result of this subtle change is a 3% increase in opening rate. All three documents now have a consistent look and feel in terms of how the image of the library is projected to the public. Stephanie will now be turning her attention more toward social media and begin evaluating what platforms work best for the Library.
MINUTES OF PREVIOUS MEETING:
Trustee Rundell moved to accept the minutes of the regular Library Board meeting on February 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, $2,815.70 was paid to Barking Dog Interpretive Design for the story walk signs in the park. The Glen Ellyn Rotary will be reimbursing the Library for this village wide project. Payments made to 1800 North Catering and Rock Your Body Art were for the Library’s STEAM Fair, $1,059.19 was paid to Provantage for printer toner, and $5,673.25 was paid to Provantage for a new staff copier in the Circulation Department.

FINANCIAL REPORTS:
Treasurer Knapke moved to authorize expenditures for goods and services totaling $286,472.59 as listed in the March 2017 Expenditure Approval List. Motion Seconded and Carried – Roll Call Vote Unanimous.

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

LIBRARIANS’ REPORTS:
Statistics for the Library are slightly down. We are beginning to see the start of the downward trend that some other libraries have seen since 2014. The Library will continue to monitor the statistics.

The Village, Park District and Library will be working on a local project to improve Prairie Path Park in Glen Ellyn. Village organizations will work together to improve the landscaping, install a story walk an outdoor Ping-Pong table and chess tables. A Rotary grant will pay for the story walk signs and Public Works will assemble and install all 18 of them. Rotary will have a park cleanup day on May 6th where all village staff will be invited to help finish creating this joint project.

The SWAN migration is still in the beginning stages. There is no exact timeline right now, but SWAN staff are thinking the go live date will be sometime in the Spring or early Summer.

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

NEW BUSINESS:
LINC 2017/2018 Proposed Budget:
Trustee Crawford moved to approve the LINC 2017/2018 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 8:52

Maria Tachna
Business Manager