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

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

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

AUDIENCE PARTICIPATION:
Josh O’Shea, the YA Librarian, gave a brief presentation to the board. This past year, Josh has continued to offer some of the same services previously offered to the teens, like the SAT and ACT prep classes, as well as the Late-Night Study Finals and the popular college series. This year, Josh has added a program in collaboration with the youth department called Raspberry Pi, a program teaching participants how to use a small computer to build a retro game console and learn how it all works. Josh has continued outreach efforts by going to schools to talk about books, programs, and open awareness. Currently, Josh is working on restructuring the teen leadership council and holding discussions in terms of purpose and goals, with keeping the focus on leadership roles.

Christina Keasler, Youth Technology Librarian, also gave a brief presentation to the Board. Christina has recently transitioned into this new role, and is looking forward to the new challenges it will bring as well as being able to build relationships for a longer period of time. Christina is currently working on expanding programming with technology and training staff on technology use.

MINUTES OF PREVIOUS MEETING:
Treasurer Knapke moved to accept the minutes of the regular Library Board meeting on January 19, 2018. Motion Seconded and Carried – Voice Vote Unanimous.

COMMUNICATIONS:
The Board reviewed the monthly correspondence.

OFFICER’S REPORT:
Treasurer Knapke presented the financials for February. There were two sets of financial documents, one reporting any invoices that were accrued back to December, and one reporting new year expenditures for the month. Of particular note, Maize and Mash was paid $1,440 for two Hygee programs, American Library Association was paid $914 for annual memberships, The Village of Glen Ellyn was paid $3,928.50 for permit fees, and Proquest
was paid $13,099 for annual electronic newspaper subscriptions.

**FINANCIAL REPORTS:**
Treasurer Knapke moved to authorize expenditures for goods and services totaling $302,966.38 as listed in the February 2018 Expenditure Approval List. Motion Seconded and Carried – Roll Call Vote Unanimous.


**LIBRARIANS’ REPORTS:**
Statistics have slightly decreased in January, though they tend to lower with construction in progress. Program attendance was significantly lower due to finals taking place in December this past year as opposed to it usually taking place in January.

Phase III of the renovation work is going through the contingency quickly. Shoring will have to be done on the 2nd and 3rd floor while the cut out is made in the 1st floor for the drive-up window. The extra concrete work is coming close to an additional $46,000, and the contingency balance cannot take a hit like that at this time. The work will have to go out as a separate project, which fits because it was never part of the original project to begin with, it is additional scope of work over and above what was in the construction package.

The deadline for requests for proposals for the Café was Monday, February 5th. There were no proposals submitted, therefore the deadline has been extended.

The Foundation will be coming to the March meeting to present their gift from Jungle Book Ball proceeds. Director Bussey mentioned establishing a maintenance levy since the bond payments will be coming off in 2021. There was some discussion in the board in this early stage. Planning and proposing would not happen until 2019.

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

**NEW BUSINESS:**
**Illinois Public Library Annual Report FY17:**
Vice President Clouse moved to approve the Illinois Public Library Annual Report for the Glen Ellyn Public Library for FY2017 and authorized the signatures of the approved draft by the appropriate Library Trustees. Motion Seconded and Carried – Roll Call Vote Unanimous.

**LINC May – October Proposed Budget:**
Treasurer Knapke moved to approve the May – October Proposed LINC Budget. Motion Seconded and Carried – Voice Vote Unanimous.

**ADJOURNMENT:**
Trustee Clouse moved to adjourn the meeting. Motion Seconded and Carried – Voice Vote Unanimous.

Meeting adjourned at 8:58
Maria Tachna
Business Manager