Glen Ellyn Library Foundation
Annual Meeting Board Minutes
For Thursday, January 4, 2018

Call to Order and Roll Call – The meeting was called to order at 10:02 a.m. Members present included: Judy Wagner, Gary Still, Jim Meyers, Kelley Kalinich, Dave Haugstad and Kelli Christiansen.

Introduction of Guest – Prospective Board Member, Joli Murphy, was in attendance.

Approval of Previous Meeting Minutes: November 6, 2017 – Trustee Haugstad moved, seconded by Trustee Wagner to approve the minutes as presented. All ayes.

Board President Report

New Membership – Trustee Meyers moved, seconded by Trustee Wagner to approve the appointment of Joli Murphy to the Glen Ellyn Library Foundation Board. All ayes.

Trustee Murphy rejoined the meeting.

Ornament Sales – Information regarding the sale of community designed 3-D printer ornaments was shared. Approximately $100 was raised with the initial sales. Several Board members noted having purchased an ornament with others expressing interest in doing so. We will follow up with Director Bussey to see if any ornaments are still in supply. The proceeds will be credited to the Fiscal Year 2018 budget.

Jungle Book Ball Follow Up and Proceeds $45,123.29 plus $3,000 donation – The Board discussed the following topics: consider another event in 2019; work on messaging so all participants understand the format (i.e. dancing, silent auction use of smartphone); consider an off-site option if dancing space is needed; send out silent auction items and process at least four days in advance; consider a professional sound system; and see what components can be handled by the committee to reduce ball director costs, however, it was understood that was needed with this inaugural event. The Board asked to see the final spreadsheet which Trustee Kalinich said we would be emailed to all members once she receives the final reconciliation.

Treasurer Report – Review of Fourth Quarter – After presentation of the report from Trustee Merrill, Trustee Meyers moved, seconded by Trustee Still to approve the report, as presented. All ayes. The Board discussed the possibility of having the interest reported in a more specific manner. This will be tied to an overall review of investments.

Library Director’s Report – After presentation and discussion of Director Bussey’s requests, Trustee Still moved, seconded by Trustee Meyers to approve the Creative software subscription at the cost of $300 and an initial $2,000 towards the Open Books, Open Doors program. All ayes. The balance of $3,500 towards the Open Books, Open Doors program will be considered at a future meeting. The Board also discussed a
question as to whether any of the on-line financial subscriptions (i.e. *Morningstar*, *Valueline* or *Bloomberg*) had a non-for-profit rate and if so, the Foundation would purchase one or more of them for the Library.

**Old Business**

Election of Board Members Whose Terms Expire – Trustee Haugstad moved, seconded by Trustee Wagner to re-elect the following members to the Board: Kelley Kalinich, Merrill Rajeck and Gary Still.

Report from Internal Audit Committee – The Board discussed the completion of the audit, noting no concerns. The reports will be presented at the next Board meeting for approval to post on the website.

**New Business**

Nomination and Election of Officers for Reappointment – Trustee Haugstad moved, seconded by Trustee Still to elect the following officers of the Board as follows: President - Kelley Kalinich, Treasurer - Merrill Rajeck and Secretary – James Meyers. All ayes.

Discussion and Appointment of Financial Investment Review Committee – After discussion, the Board appointed the committee of Merrill Rajeck, Jim Meyers and Joli Murphy to examine our current investment profile and investment policy. The committee will also make suggestions on updating the quarterly financial report to give additional information (i.e. clear identification of interest, dividends and principal).

Setting of Meetings for 2018 – The Board asked to move to Wednesday mornings, as it worked better for two members’ schedules. The meetings for 2018 were set for 10:00 a.m. on the following dates: May 2, September 5 and November 14.

Potential Appreciation Event for Library Staff – January 24, 2018 – Trustee Haugstad moved, seconded by Trustee Meyers to sponsor a luncheon to thank the staff for their outstanding efforts and support of *The Jungle Book Ball*. All ayes.

Approval of Donation to Library to Fund Café – Trustee Still moved, seconded by Trustee Haugstad to approve the donation of $50,000 to the Library in support of funding the new café. All ayes. A formal presentation will be made to the Library Board at a Board meeting. It was also suggested that when the Library has a ribbon cutting for the completed renovation, the Foundation Board would like to be a part of it, if possible, perhaps serving up beverages at the café, or something similar.

**Miscellaneous Announcements**

Verify Board Contact Information – Trustee Kalinich will work on getting this updated for Board review.
On-Going Revenue Source – Trustee Haugstad brought some examples of the type of photocards he mentioned at our last meeting. He is eager for us to do something that will be an on-going source of revenue. It was agreed that Trustee Kalinich will speak with the Historical Society on what they currently offer regarding Glen Ellyn related cards and Trustee Christiansen will reach out to some other Library Foundations to get some additional ideas.

**Adjournment** – There being no further business, Trustee Christiansen moved, seconded by Trustee Still to adjourn the meeting at 12:00 p.m. All ayes.