**Glen Ellyn Library Foundation**  
**Board Meeting Minutes**  
**for**  
**Wednesday, January 2, 2019**

**Call to Order** – The meeting was called to order in the 3rd Floor Board Room by Director Bussey at 10:03 a.m. per President Kalinich’s request since she was running a bit late.

**Roll Call** – Members present included: Kelli Christiansen, Jim Meyers, Joli Murphy, Judy Wagner, Gary Still, Dave Haugstad and Library Director Dawn Bussey. Absent: Merrill Rajeck.

Kelley Kalinich joined the meeting at 10:17 a.m.

**Introduction of Guests** – Kristian Leroy, International Sales Director, Short-Edition attended via Zoom

Ms. Leroy provided a demonstration of the short story kiosk and then answered questions posed by Board members.

**Approval of Previous Meeting Minutes** – Trustee Christiansen moved, seconded by Trustee Still to approve the minutes for November 14, 2018. All ayes.

**Board President Report**

20th Anniversary of the Foundation- President Kalinich explained that a 3D printed version of the Foundation logo was created and sold as a 20th Anniversary ornament. The ornaments were initially priced at $10 each. Fifteen ornaments were sold at the $10 price point. Then on Saturday, December 15th the ornaments were marked down to $5 each. Nine ornaments were sold at the $5 price point. A total of $195 was collected and 24 ornaments were sold.

Considering Additional Board Members- President Kalinich will be meeting with two potential new Board members in January, Dwight Clark and Linda Newman. They were potential candidates for the Library Board of Trustees, who were not selected during the Civic Betterment voting process. The By-Laws call for at least five, but not more than ten Trustees.

**Financial Report** – Treasurer Rajeck was absent so financials will be presented at the next meeting.

**Library Director Bussey Report** – The following items were highlighted:

*Update of Library Renovation Work and Café Opening-* The project is complete. The café opened on December 3, 2018. We have received very positive feedback. Director Bussey encouraged the Board to stop by and try something if they have not already done so. A ribbon cutting for the renovated space is scheduled for Saturday, January 12, 2019, at 11:00 a.m. All Foundation Trustees are invited to attend.
Update of Marketing Study- Kim Grotto continues to work on the marketing plan. She presented to the Library staff regarding the process on November 9, 2018. She will present to the Library Board on December 17, 2018.

Short Story Kiosk Remote Demonstration- This item was addressed at the beginning of the agenda with Kristian Leroy of Short-Edition provided a demonstration of the short story kiosk and answered a variety of questions for the Board.

Old Business

Confirmation of Lunch/Dinner Fundraising Projects- President Kalinich asked the Board to select a week in April that would work for them to participate in a dine out event at Chicks ’n Salsa. The consensus was the week of April 22, 2019 would work. President Kalinich will follow up to set a date for this week and will share more details once she has them.

Review and Discussion of Short Story Kiosk Request- The Board discussed what they had learned during the remote presentation. They asked that Director Bussey investigate to see if there are any grant funds available for such a purchase and if the paper can be recycled by the Library’s provider. Trustee Christiansen motioned to purchase a short story kiosk from Short Edition for an amount not to exceed $10,100 with the understanding that potential grant opportunities will be investigated. Secretary Meyers seconded. All ayes.

Library Gala Date Discussion- Once the short story kiosk arrives and is operational, a wine and cheese at the Story Kiosk event will be planned in 2019. General donors, as well as Jungle Book Ball participants will be invited. In 2020, the dates of: April 18 or 25 and November 7 or 14 were identified as potential gala dates. President Kalinich and Director Bussey will check for potential conflicts with these dates to help identify a final date.

Report and Recommendations from Finance Subcommittee- After the new Investment Policy was approved at the November 2018 meeting, the Finance Subcommittee was asked to review existing investments to see if they were in accordance with the new policy. Two of the current funds, Valueline and Oakmark are balanced funds. Each has a fund manager who can move funds at any given time changing our exposure without our control. The committee recommended selling both the Valueline and the Oakmark funds to allow those assets to be reinvested in funds where the diversification is within our control. New funds will be investigated and information regarding new funds will be distributed to the Board by email before the next meeting. President Kalinich motioned to sell the Valueline and Oakmark funds currently in the portfolio to be reinvested according to the asset mix in the newly approved investment plan. Trustee Christiansen seconded. All ayes. Trustee Murphy volunteered to communicate with Trustee and Treasurer Rajeck to sell the two funds.

New Business

Action to Approve Reappointment of Board Members Whose Terms Expire

1. Kelli Christiansen
2. David Haugstad
3. James Meyers
4. Judith Wagner
Trustee Still motioned to approve reappointment of the slate as proposed. Seconded by Trustee Murphy. All ayes.

**Action to Approve Officers for 2019**
1. President- Kelley Kalinich
2. Treasurer- Merrill Rajeck
3. Secretary – James Meyers
Secretary Meyers motioned to approve the slate of officers as presented. Trustee Christiansen seconded. All ayes.

*Setting of Meeting Dates for 2019* - The Board agreed to meet at 10:00 a.m. on Wednesday, May 1, September 4, and November 6.

**Miscellaneous Announcements** – There were none.

**Next Meeting** – The next meeting is scheduled for Wednesday, May 1, 2019, at 10:00 a.m. The meeting will be held in the 3rd Floor Board Room.

**Adjournment** – There being no further business, Trustee Still moved, seconded by Trustee Christiansen to adjourn the meeting at 12:26 p.m. All ayes.