CALL TO ORDER:
Treasurer Wright called the meeting to order at 7:30 P.M.

ROLL CALL:
Trustees Present:
Treasurer: Andre Wright
Trustee: Tim Brinker
Trustee: Karen Volk
Secretary: Molly Hoerster
Trustee: Shannon Burgess

Trustees absent:
President: Molly McGinnis Knapke
Vice President: Diana Foth

The chair declared that a quorum was present.

Library Staff Present:
Library Director: Dawn Bussey
Business Manager: Maria Tachna

AUDIENCE PARTICIPATION:
Josh O’Shea, Young Adult Librarian, gave a brief presentation to the Board. The numbers for Late Night Study are continuously growing with more teens from Glenbard South attending. Josh is continuing his outreach efforts at Glenbard South and working with the head Librarian and Special Education teachers on partnering for some programs. In the fall, Josh worked with NAMI for a program on health and wellness while creating sculptures. The Library is now hosting the Children’s Resource Center tutoring on a weekly basis, mostly for kids who have aged out of their program, so that they are still able to continue tutoring. Josh is continuing his work with the YMCA and developing the Library’s partnership with them further.

Tom Malinowski, Middle School Librarian, gave a brief presentation to the Board. Amy Waters and Tom teamed up with Hadley to work on the program “From Little to Middle” where middle school students came and read to the younger kids. Josh and Tom worked together to have 8th graders from Glen Crest come in to talk to Josh and Tom about what happens at the school and the Library when they’re 9th graders. Tom works with the Middle Squad (middle school volunteers) to help with various tasks such as dressing in costume for the Fairy Tale Trail program. Josh and Tom are also working together in order to apply for a graphic novel grant for libraries. If awarded the grant, the Library would get the 75 top graphic novels as well as funding for further purchasing.

MINUTES OF PREVIOUS MEETING:
Trustee Burgess moved to accept the minutes of the special Library meeting on January 20, 2020. Motion Seconded and Carried – Voice Vote Unanimous.
COMMUNICATIONS:
The Board reviewed the monthly correspondence.

OFFICER’S REPORT:
Treasurer Wright reported on the financials this month. Of particular note, $10,205 was paid to ASI Signage for the remainder of the building signage, $995 was paid to HR Source for new management training, $6,500 was paid to Image One Facility Solutions for two months of cleaning, $49,705.96 was paid to Airport Electric for the remaining work on the upgraded fire alarm panel, $1,350 was paid to Zoobean for summer reading software, $12,038.21 was paid to ProQuest for the annual subscription to Chicago Tribune, $1,955.86 was paid to Provantage for toner, and $1,586.44 was paid to GBC for a new laminator.

FINANCIAL REPORTS:
Treasurer Wright moved to authorize expenditures for goods and services totaling $295,157.91 as listed in the February 2020 Expenditure Approval List. Motion Seconded and Carried – Roll Call Vote Unanimous.

Treasurer Wright moved to accept the January 2020 Revenue and Fund Summary Report, and February 2020 Expenditure Reports. Motion Seconded and Carried - Voice Vote Unanimous.

LIBRARIANS’ REPORTS:
Director Bussey went over some of the statistics for the month. Visits to the Library increased 9%, drive up window usage increased 7% for the month, loans of material increased 5% for the month, adult reference inquiries increased 8% for the month, adult database usage increased 19% while youth database usage increased 21% for the month, program attendance increase 35% overall and meeting room usage increased 75% for the month.

Census programming is underway making use of the $10,000 grant the Library was awarded. The Marketing Department is working with Megan from the Village to ensure a unified message is conveyed throughout the community. There will presentations at the Village, Rotary and Kiwanis on the general importance of the census, what it means for the community and why it’s important people get counted properly. The Library will be concentrating on harder to reach populations such as those without internet access, children, people in their 20’s and 30’s, unsheltered, and the elderly.

The valuation study has been completed. The report says the current building value is 19 million, including contents. With this information, the Library will increase insurance on the building but decrease the amount on the contents when it is time to reup it in June.

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

NEW BUSINESS:
Approval of FY2019 Illinois Public Library Annual Report:
Trustee Volk moved to approve the FY2019 Illinois Public Library Annual Report. Motion Seconded and Carried – Voice Vote – Unanimous.
Approval of Roof Leak Repair in the Amount of $17,440:
Trustee Burgess moved to the roof leak repair not to exceed $19,140. Motion Seconded and Carried – Roll Call Vote – Unanimous.

Release of Executive Session Minutes:
Secretary Hoerster moved to destruct all existing executive session recordings from June 2018 back to July 2016 and releasing the executive session minutes dated July 15, 2019 while leaving all others closed. Motion Seconded and Carried – Voice Vote – Unanimous.

OTHER BUSINESS:
The Foundation has received $11,300 in sponsorships for the October Gala thus far. If you know anyone who might like to sponsor, please send their information to Dawn.

ADJOURNMENT:
At 8:58 Trustee Brinker moved to adjourn the Library Board Meeting. Motion Seconded and Carried – Voice Vote – Unanimous.

Meeting adjourned at 9:00

Maria Tachna
Finance/HR Director