



DES PLAINES PUBLIC LIBRARY

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BOARD OF TRUSTEES
Minutes of the Regular Meeting
October 17, 2019

I. CALL TO ORDER.

The regular meeting of the Des Plaines Public Library Board of Trustees was held in the second floor conference room on Thursday, October 17, 2019. President Gregory Sarlo called the meeting to order at 7:02 p.m.

II. ROLL CALL.

Roll call indicated the following board members were present: Kristen Graack, Denise Hudec, Bruce Lester, Vincent Rangel, Earl Wilson, Gregory Sarlo, Carol Kidd.

Absent: Nicholas Harkovich, Umair Qadeer, Christopher Renkosiak.

Also present: Jo Bonell, Roberta Johnson, Michelle Meyer Edley, Stephanie Spetter, Joanie Sebastian, Heather Imhoff.

III. PLEDGE OF ALLEGIANCE.

IV. CONSIDERATION OF THE AGENDA.

MOTION by Denise Hudec, seconded by Kristen Graack, to approve the agenda, as presented. VOTE: AYES: All. NAYS: None. MOTION CARRIED.

V. PUBLIC COMMENTS AND QUESTIONS.

No public in attendance.

VI. CITY COUNCIL COMMUNITY SERVICES COMMITTEE – Alderman Malcolm Chester.

Alderman Malcom Chester was not in attendance.

VII. CONSENT AGENDA.

Trustee Denise Hudec asked to remove C.1. Director's Report from the Consent Agenda.

MOTION by Bruce Lester, seconded by Vincent Rangel, to approve following Consent Agenda items:

- A. Approval of the Minutes of the Regular Board Meeting – September 19, 2019.
- B. Acceptance of Financial Reports for September 2019.
- C. Acceptance of Reports.
 - 2. Statistics Report.
 - 3. 2019 Cash Budget Projection.

VOTE: AYES: All. NAYS: None. MOTION CARRIED.

Trustee Denise Hudec asked that staff employment changes be included in the Director's Report. The consensus of the board was that any employment changes, including new hires, resignations and promotions would be included in the Director's Report, without names, but by position.

MOTION by Kristen Graack, seconded by Denise Hudec, to approve the following Consent Agenda items:

- C. Acceptance of Reports.
 - 1. Director's Report.

VOTE: AYES: All. NAYS: None. MOTION CARRIED.

VIII. NEW BUSINESS.

- A. Approve Payment of Vendor Checks Report and ACH Payments - \$232,788.06. [Action Item]

MOTION by Kristen Graack, seconded by Denise Hudec, to approve payment of vendor checks and ACH Payments in the amount of \$232,788.06 as listed on the vendor checks report of September 2019 and authorize Library Director Jo Bonell to have transferred the amount required to the library's operating account. VOTE: AYES: All. NAYS: None. MOTION CARRIED.

B. Approve Service Contract for Lyngsoe Sorter - \$30,000. [Action Item]

Trustee Bruce Lester thanked Michelle Meyer Edley, Head of Patron and Accounts Services and Jennifer Steurer, Administrative Assistant, for negotiating a reduced price for the Lyngsoe Sorter.

MOTION by Denise Hudec, seconded by Kristen Graack, to approve the service contract for Lyngsoe Sorter in the amount of \$30,000.00. VOTE: AYES: All. NAYS: None. MOTION CARRIED.

C. Approve Library Closings through January 2020. [Action Item]

MOTION by Vincent Rangel, seconded by Bruce Lester, to approve Library Closing through January 2020, as presented. VOTE: AYES: All. NAYS: None. MOTION CARRIED.

D. Approve Payment to RAILS for Communico Cloud Platform - \$15,000. [Action Item]

MOTION by Bruce Lester, seconded by Vincent Rangel, to approve payment to RAILS for Communico Cloud Platform in the amount of \$15,000.00, as presented. VOTE: VOTE: AYES: All. NAYS: None. MOTION CARRIED.

IX. ANNOUNCEMENTS.

Heather Imhoff, Head of Marketing and Communications Services stated that in celebration of the Friends 65th Anniversary, cake was served to patrons in the library from 10:00 a.m. – 6:00 p.m. on October 15, 2019.

John Leach, President of the Friends of the Library, reported that their recent booksale raised over \$7,000.00.

Stephanie Spetter, Head of Youth Services, reported that the library received a check for \$10,000 from Maxine Hubbard, to honor her husband, the late Douglas Hubbard. The donation is to be used for the upkeep of the poetry corner in Youth Services.

Joanie Sebastian, Head of Adult Services, reported that the library received \$5,000.00 from Age Options to be used for programming for older adults.

X. CORRESPONDENCE.

XI. OTHER.

President Gregory Sarlo stated that since the LED lighting project was changed a number of times, it was decided to rebid the project. The board will be asked to vote on the proposal at the November board meeting.

Library Director Jo Bonell stated that she presented the library's 2020 budget to the City of Des Plaines and it was accepted, as presented.

Library Director Jo Bonell stated that magazine statistics have been added to the Director's report, as requested by Trustee Nicholas Harkovich.

XII. EXECUTIVE SESSION.

- A. To Discuss Probable or Imminent Litigation.

MOTION by Kristen Graack, seconded by Vincent Rangel, to enter into Executive Session at 7:31 p.m. to discuss Probable or Imminent Litigation. VOTE: AYES: All. NAYS: None. MOTION CARRIED.

The regular session reconvened at 7:45p.m. and was called to order by President Gregory Sarlo.

XIII. EXECUTIVE SESSION ACTION.

- A. To Discuss Probable or Imminent Litigation.

No action was taken.

XIV. ADJOURNMENT.

MOTION by Vincent Rangel, seconded by Kristen Graack, to adjourn the regular meeting. VOTE: AYES: All. NAYS: None. MOTION CARRIED.

Meeting adjourned at 7:46p.m.

Minutes prepared Carol Kidd.