REDDICK PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES REGULAR MEETING MINUTES  
MONDAY, APRIL 8, 2019

I. CALL TO ORDER: The meeting was called to order at 6:04 p.m. by Board Vice-President, Jean Batson-Turner. 
PRESENT: James Brusatte, Bill Strong Jr., Jean Batson-Turner, Phyllis Palmer, Melissa Hulse, and Jameson Campagne (arrived at 6:07 p.m.). 
ABSENT: Neil Reinhardt, with notice. 
STAFF PRESENT: Molly DeBernardi, Library Director; Lisa Katrein, Publicity & Outreach Coordinator; Stefanie Sullivan, Technology Coordinator. 
VISITORS: Mary Jo Farrell – Trustee Elect; Rick Koshko – WCMY AM 1430.

II. CHANGES TO AGENDA: The Board moved New Business #1 (Approve proposal for library website redesign) to the beginning of the agenda.

III. SECRETARY’S REPORT: The Secretary’s Report for the Reddick Public Library District Board of Trustees Regular Meeting of Monday, March 11, 2019 was reviewed. Motion by James Brusatte, 2nd by Bill Strong Jr. to accept the Secretary’s Report for the Reddick Public Library District Board of Trustees Regular Meeting of Monday, March 11, 2019 as written. All ayes. No nays. Motion carried.

IV. APPEARANCES: There were no appearances.

V. CORRESPONDENCE: The Board received the following correspondence:
   1. Notice of Final Decision on tax appeal hearings held for three parcels in the library district from the La Salle County Board of Review.
   2. Letter from Jesse White, State Librarian, awarding FY2019 Illinois Public Library Per Capita Grant in the amount of $30,377.50.
   3. Email from a library patron expressing concern about the following four fiction authors: Pete Dexter, Harry Crews, Irvine Welsh, and Peter Abrams.

VI. FINANCIAL REPORT: The March 2019 Disbursements and March 31, 2019 Financial Reports were reviewed and discussed. Discussion was also held regarding cash on hand and budgeted expenses still to be paid out in Fiscal Year 2019. Motion by Phyllis Palmer, 2nd by James Brusatte to approve the March 2019 Disbursements, and to accept the March 31, 2019 Financial Reports and place the reports on file for audit. Roll call vote as follows: Jameson Campagne, aye. Phyllis Palmer, aye. Bill Strong Jr., aye. James Brusatte, aye. Melissa Hulse, aye. Jean Batson-Turner, aye. All ayes. No nays. Motion carried.

VII. LIBRARY DIRECTOR’S REPORT:
   1. A written report was sent electronically to all board members that included the following attachments:
      a) April 2019 events calendar.
      b) Continuing education reports from two staff members.
      c) Corrected February 2019 Library Director’s Report.
      d) Signed proof for Jordan Endowment plaque to be installed in the lobby.
   2. Molly reported that the library’s community outreach and partnerships continue to grow.
      a) The Community Food Basket of Ottawa is now holding their monthly board meetings at the library.
      b) Southside Montessori has been added to the Youth Services Department’s preschool outreach schedule.
   3. The concrete cigarette receptacle was delivered and immediately installed in the designated smoking area located near the northwest corner of the campus.

VIII. COMMITTEE REPORTS:
   1. Finance Committee: No committee report.
   2. Personnel Committee: No committee report.
   3. Building and Grounds Committee: No committee report.
   4. Library Services and Policies Committee: No committee report.

IX. UNFINISHED BUSINESS: There was no unfinished business.
X. NEW BUSINESS:

1. Approve proposal for library website redesign: Proposals from Olive Street Design and WebLinx Inc. were sent electronically to all board members and included in the print board packet. Stefanie Sullivan presented a detailed overview of each firm’s proposal, answered questions, and provided her recommendation to accept the proposal from Olive Street Design. Molly noted that this entire project would be paid for with Per Capita funds that must be encumbered by June 30, 2019 and expended by August 15, 2019. Discussion followed. **Motion by Bill Strong Jr., 2nd by Melissa Hulse to approve the proposal from Olive Street Design for $6,950.00 for redesign of the library website. Roll call vote as follows:** Jameson Campagne, aye. Phyllis Palmer, aye. Bill Strong Jr., aye. James Brusatte, aye. Melissa Hulse, aye. Jean Batson-Turner, aye. All ayes. No nays. Motion carried.

2. Approve quote from Clegg-Perkins Electric for the purchase and installation of exterior lighting: A quote from Clegg-Perkins Electric for additional exterior lighting by the annex parking lot was sent electronically to all board members and included in the print board packet. The board directed Molly to seek additional quotes and to request an updated quote from Clegg-Perkins Electric that provides a breakdown of labor and material costs. The board tabled this topic until its May meeting.

3. Adopt Ordinance 19-01, FY20 Board Meeting Dates: A copy of Ordinance 19-01, FY20 Board Meeting Dates, was sent electronically to all board members and included in the print board packet. Ordinance 19-01 sets the Board’s regular meeting dates in FY2020. **Motion by Jameson Campagne, 2nd by Phyllis Palmer to adopt Ordinance 19-01 for board meeting dates in FY2020. All ayes. No nays. Motion carried.**

XI. **Motion by Melissa Hulse, 2nd by James Brusatte to adjourn the meeting at 6:55 p.m. All ayes. No nays. Motion carried.**

XII. **The next regular meeting of the Reddick Public Library District Board of Trustees will be Monday, May 13, 2019 at 6:00 p.m. in the Reddick Library Community Room.**

Respectfully Submitted,

Bill Strong Jr., Board of Trustees Secretary

Lisa Katrein, Recording Secretary