REDDICK PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES REGULAR MEETING MINUTES
MONDAY, AUGUST 13, 2018

I. CALL TO ORDER: The meeting was called to order at 6:17 p.m. by Board President, Neil Reinhardt.

PRESENT: Jean Batson-Turner, Neil Reinhardt, Phyllis Palmer, Melissa Hulse (left meeting at 7:43 p.m.) James Brusatte, Jameson Campagne, and Bill Strong Jr. (arrived at 6:50 p.m.)

ABSENT: None

STAFF PRESENT: Molly DeBernardi, Library Director, Lisa Katrein, Publicity and Outreach Coordinator.

VISITORS: Stefanie Stacy, Garden’s Gate (left meeting at 7:20 p.m.).

II. CHANGES TO AGENDA: The Board moved Unfinished Business #1 (Approve quote from Garden’s Gate for library landscaping) 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, July 9, 2018 was reviewed. Motion by James Brusatte, 2nd by Jean Batson-Turner to accept the Secretary’s Report for the Reddick Public Library District Board of Trustees Regular Meeting of Monday, July 9, 2018 as written. All ayes. No nays. Motion carried.

IV. APPEARANCES: There were no appearances.

V. CORRESPONDENCE: The Board received the following correspondence:

1. Notification of the second tax distribution of 2017 tax revenue from LaSalle County. All board members received a copy of this notification in their print and electronic board packet.


VII. LIBRARIAN’S REPORT:

1. A written report was provided to all board members which included the following attachments:

   a) Youth Services Summer Reading Program Summary Report
   b) August 2018 events calendar.
   c) Updated staff photo roster
   d) Copy of article, “Tales from the Circulation Desk: Hold Notes-AKA Note to Self,” by Rici Dale (PrairieCat PING!).
   e) Business agreement for the “Show Us Your Library Card” promotion.

2. The annual external audit was conducted by Brian Zabel & Associates on July 30, 2018. Brian Zabel will present the library’s audit report at the September board meeting.

3. The library’s IT consultant was on-site to begin installation of the new server on August 4, 2018. Installation will most likely be finished during a second visit in August.

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:

1. Approve quote from Garden’s Gate for library landscaping: Stefanie Stacy, ASHS Certified Horticulturist (Garden’s Gate) presented the board with a detailed overview of the revised proposals for the library’s landscaping project. Lengthy discussion followed. The board tabled this topic until the September meeting so that additional information and revisions may be obtained.
2. Approve purchase of mosaic sculpture for Canal Street Art Walk: After brief discussion, the consensus of the board was to table this topic indefinitely.

X. NEW BUSINESS:

3. Approve submission of FY18 Illinois Public Library Annual Report: All board members received an abridged version of the report, which included a 5-year data comparison and impressions. **Motion by Jean Batson-Turner, 2nd by James Brusatte to approve submission of the FY18 Illinois Public Library Annual Report as presented.** All ayes. No nays. Motion carried.

4. Approve reimbursement request for staff member continuing education: A copy of the staff member’s registration statement and related information was sent electronically to all board members and also included in the print board packet. Brief discussion followed. **Motion by James Brusatte, 2nd by Phyllis Palmer to approve the reimbursement request for staff member continuing education. Roll call vote as follows:** Jameson Campagne, aye. Phyllis Palmer, aye. Bill Strong Jr., aye. James Brusatte, aye. Jean Batson-Turner, aye. Neil Reinhardt, aye. All ayes. No nays. Motion carried.

XI. **Motion by Bill Strong Jr., 2nd by Jean Batson-Turner to adjourn the meeting at 8:15 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, September 10, 2018 at 6:00 p.m. in the Reddick Library Community Room.**

Respectfully Submitted,

[Signature]

Bill Strong Jr, Board of Trustees Secretary

[Signature]

Lisa Katrein, Recording Secretary