

**PLAINFIELD PUBLIC LIBRARY DISTRICT  
MINUTES OF BOARD MEETING  
DECEMBER 19, 2018**

**CALL TO ORDER, PLEDGE, ROLL CALL:** The meeting of December 19, 2018, was called to order at 6:33 p.m. in the Library's Small Meeting Room at 15025 S. Illinois Street. The Pledge was recited. Roll call was conducted. Regular members present: Gilmore, Andel, Knight, Miller, Gilles, Kinley, Schmidt. Absent: None. Staff present: Pappas, Beard (6:48 p.m. – 7:55 p.m.), Hartley, Lane, Wold. Guests present: Bill Wilson with Century 21, Jake Melrose (left at 7:17 p.m.) with the Village of Plainfield.

**PUBLIC COMMENT:** None.

Trustee Attendance at Community Events: Trustees discussed attendance at various events including Coffee with the Mayor.

Friends of the Plainfield Library: Donna Morrow is the Friends new president. A vice president will be appointed at the January meeting.

**CONSENT AGENDA:** Gilmore accepted the minutes of the November 14, 2018 regular and executive meetings and the December 1, 2018 Special Meeting regular and executive minutes as presented.

Miller moved approval of Bills Paid and Bills Payable for November in the amount of \$227,761.08 as follows: Payroll \$101,048.03, General Bills \$89,099.03, IMRF \$35,768.10, VALIC \$887.50, Petty Cash \$.00, Flexible Spending Plan \$87.50, Special Reserve Fund \$.00. Kinley seconded the motion, all voted yes via roll call vote; motion carried.

**COMMITTEE REPORTS:** A Finance Committee meeting is set for Monday, January 7 at 7:00 p.m. A Building & Grounds Committee meeting is planned for after the January meeting. A date is to be determined.

**LIBRARY DIRECTOR'S REPORT:** Pappas presented her report including: an upcoming collaboration with the Village for changing Riverfront story plaques, new brochures handed out in the PACC greeter bags, and Tracey Lance, Head of Community Engagement and Marketing, will be on PACC board beginning in January 2019.

**ACTION ITEMS**

A. Unfinished Business

1. FY2019 Per Capita Grant Requirements - the Board discussed the webinar, *Library Accessibility: What Pubic Library Trustees need to Know*. Reference & Reader Services Librarian Tina Beard presented on the Library's Veterans History Project. The Library has collaborated with the Illinois State Library and the Library of Congress to collect veteran's oral histories. The Library Trustees have fulfilled their requirements for the State of Illinois Per Capita Grant.
2. Residential Property Plans - the Building & Grounds Committee will meet in the near future to discuss the request for proposal (RFP) for a feasibility study.
3. Ordinance 2018-9 Approve Plans for Purchase of Property and the Finance Plan - Kinley moved to approve Ordinance 2018-9 as presented. Andel seconded the motion, all voted yes via roll call vote; motion passed.

B. New Business

1. Village Intergovernmental Agreement, Route 30 - Economic Development Manager Jake Melrose presented the details of the intergovernmental agreement regarding the Route

30 redevelopment project area. The Library would continue to collect at current rate, any amount over would be distributed at 50% with the other half going to improvement costs.

Miller moved to accept the Route 30 intergovernmental agreement provided by the Village. Schmidt seconded, all voted yes via roll call vote; motion passed.

2. Approval of Trustee Attendance, PACC: the Board discussed approval of up to five trustees to attend the State of the Village 2019 on January 16, 2019.

Miller moved to approve the attendance of up to five trustees, approximately \$225.00 in cost. Schmidt seconded the motion, all voted yes via roll call vote; motion passed.

**ADJOURNMENT TO EXECUTIVE SESSION:** the Board did not adjourn to executive session.

**ADJOURNMENT:** Schmidt moved to adjourn; Gilles seconded the motion. All voted yes via voice vote, motion carried. The meeting adjourned at 7:35 p.m.

Respectfully submitted,

Aimee Hartley  
Recording Secretary

Vicki Knight  
Board Secretary