

**PLAINFIELD PUBLIC LIBRARY DISTRICT
MINUTES OF BOARD MEETING
APRIL 17, 2019**

CALL TO ORDER, PLEDGE, ROLL CALL: The meeting of April 17, 2019, was called to order at 6:37 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. Staff present: Pappas, Hartley, Lane, Pfenning, Wold. Guests present: District residents including Plainfield high school government students, Wilson arrived at 7:12 p.m.

PUBLIC COMMENT: Guests introduced themselves to the Board. A District resident shared his suggestions for the Board Bylaws. The Board thanked him for his time.

Trustee Attendance at Community Events: Kinley attended the Foundation for Excellence Dinner and Auction fundraiser to benefit School District 202 students, staff, schools and community. The School District's Historic Walks will begin soon. Library trustees and staff participate in this event each year.

The Friends of the Plainfield Library: the Friends hosted a thank you breakfast and dessert for Library staff during National Library Workers Day.

CONSENT AGENDA: Gilmore accepted the amended minutes of the March 20, 2019 regular meeting and executive session.

Kinley encouraged trustees to use the Trustee Development budget line for continuing education and development.

Kinley moved approval of Bills Paid and Bills Payable for March for \$279,727.61 as follows: Payroll \$140,306.27, General Bills \$114,021.74, Other Compensation/Administrative Costs \$25,399.60. Schmidt seconded the motion, all voted yes via roll call vote; motion carried.

COMMITTEE REPORTS: Gilmore reported on the March 20, 2019 Bylaw Committee meeting and the Board reviewed the suggested changes. The Board reviewed the Committee of the Whole report of April 3, 2019. Both reports will be addressed under action items. A Finance Committee meeting was set for May 7, 2019 at 7:00 p.m.

LIBRARY DIRECTOR'S REPORT: Pappas presented her report including: the success and popularity of Library's first poetry anthology, Library Trustee Miller and Plainfield School District's Tom Hernandez contributed to the anthology, the receipt of the Per Capita grant, and two grants the Library has applied to support the upcoming Storywalk and a possible vehicle to increase services to the community. Tracey Lane reported on the upcoming construction in downtown Plainfield.

ACTION ITEMS

A. Unfinished Business

1. Residential Property Plans - the Board will discuss in Executive Session.
2. Strategic Plan - Pappas presented four RFPs and a scoring matrix.
Schmidt moved to approve the proposal by Fast Forward in the amount of \$13,500.00 plus travel expense of approximately \$609.00. Gilles seconded the motion, all voted yes via roll call vote; motion carried.

B. New Business

1. Library Board of Trustees Bylaws - the Board reviewed the changes suggested by the Bylaws Committee.
Schmidt moved to approve the Trustee Bylaws as presented. Andel seconded the motion, all voted yes via roll call vote; motion carried.

2. Northpointe Annexation Ordinance – the petition for annexation has to be signed by Pulte Group before the Board can approve an ordinance for annexation. Item tabled.
3. Non-Resident Card Service Fees – the Library currently offers non-resident fee cards for purchase for residents not in a library service area and located in a school district served by the Library.
Miller approved the continued participation in Non-resident card service fees. Kinley seconded the motion, all voted yes via roll call vote; motion carried.
4. Ordinance 2019-2 Public Meetings – the regular meetings will continue to be held every third Wednesday at 6:30 p.m. at the Library for fiscal year 2020 (July 1, 2019 – June 30, 2020).
Miller moved to approve Ordinance 2019-2 Public Meetings as presented. Andel seconded the motion, all voted yes via roll call vote; motion carried.
5. LACONI Trustee Banquet, May 10, 2019 – Kinley moved to approve attendance of up to three trustees at \$65.00 each. Knight seconded the motion, all voted yes via roll call vote; motion carried.
6. Chamber of Commerce Award Dinner, May 1, 2019 – the Library is nominated for the best government entity award.
Kinley moved to approve the attendance of three trustees for \$45.00 each. Schmidt seconded the motion, all voted yes via roll call vote; motion carried.
7. Salary Schedule FY2020 – the schedule was updated to include the 1.95% increase suggest by HR Source and meets the new minimum wage requirements.
Schmidt moved to approve the FY2020 Salary Schedule as presented. Miller seconded the motion, all voted yes via roll call vote; motion carried.

ADJOURNMENT TO EXECUTIVE SESSION: Miller moved to adjourn to executive session pursuant 5 ILCS 120/2 (c)(5) – Purchase or Lease of Real Property and 5 ILCS 120/2 (c)(21) – Closed Review. Knight seconded the motion, all voted yes via roll call vote; motion carried.

The Board adjourned to Executive Session at 7:54 p.m. and returned to Regular session at 8:11 p.m.

RECOMMENDATION OF EXECUTIVE SESSION:

5 ILCS 120/2 (c)(21) – Closed Review

Maintain the minutes of closed sessions eligible for open and release in accordance with the Open Meetings Act as closed. Review the minutes again at the November regular meeting.

Miller moved to table the release of closed sessions eligible for open and release and review them again at the regular May meeting. Kinley seconded the motion, all voted yes via roll call vote; motion carried.

5 ILCS 120/2 (c)(5) – Purchase or Lease of Real Property

Wilson to work with the Library attorney to prepare a formal contract, under the guidance of the Library Director, for possible property purchase in FY2020.

Miller moved to approve moving forward with a contract for possible FY2020 property purchase. Knight seconded the motion, all voted yes via roll call vote; motion passed.

ADJOURNMENT: Schmidt moved to adjourn; Andel seconded the motion. All voted yes via voice vote, motion carried. The meeting adjourned at 8:16 p.m.

Respectfully submitted,

Aimee Hartley
Recording Secretary

Vicki Knight
Board Secretary