

PLAINFIELD PUBLIC LIBRARY DISTRICT  
MINUTES OF BOARD MEETING  
AUGUST 21, 2019

**CALL TO ORDER, ROLL CALL:** The meeting of August 21, 2019, was called to order at 6:30 p.m. in the Library's Small Meeting Room at 15025 S. Illinois Street. Roll call was conducted. Regular members present: Andel, Gilmore, Miller, Knight, Schmidt. Absent: Gilles, Cann. Staff present: Pappas, Barys, DeFazio, Hartley, Kohn, Lane, Newbury, Pfenning, Wold. Guests present: Katie Gulas, Anastasia Nash, District residents Rob Andel, Mindy Jackson, Jodie Nelson, Vicky Polito, Jolynn Worden.

**PUBLIC COMMENT:** District resident complimented the Library's Tech Tuesday, website, and staff. She voiced her disappointment in the Library's physical size leading to lack of seating and overcrowding. She will participate in the upcoming focus groups to voice this concern.

**OTHER COMMENT:**

Special Recognition: Youth Services Assistant Jodie Nelson was recognized for ten years of service to the Library. Head of Account Services Marisa Barys and Account Services Assistant Annie Nash were recognized for twenty years of service to the Library.

Trustee Attendance at Community Events: Trustees discussed attendance at various events.

The Friends of the Library has raised approximately \$4100.00 in the book sale. Local author Tom Hernandez will donate proceeds from his newest book to the Friends of the Library.

**CONSENT AGENDA:** Gilmore accepted the minutes of the July 17, 2019 regular meeting.

Miller moved approval of Bills Paid and Bills Payable for July for \$365,202.07 as follows: Payroll \$143,430.03, General Bills \$195,625.36, Other Compensation/Administrative Costs \$26,146.68. Knight seconded the motion, all voted yes via roll call vote; motion carried.

**COMMITTEE REPORTS:** No reports were presented.

**LIBRARY DIRECTOR'S REPORT:** Pappas presented her board report including the end of Summer Reading, Kona Ice donated \$508.00 to the Library, strategic planning timeline is on track, the rising costs of Ebooks, and the Laconi report available on the Library's website. The Laconi report places the Library number 332 out of 338 for square footage per capita for library districts in the state.

**ACTION ITEMS**

A. New Business

1. Resolution 2019-5 Determining an Amount Necessary to be Raised by Taxation - Andel moved to approve Ordinance 2019-5 Determining an Amount Necessary to be Raised by Taxation. Schmidt seconded the motion, all voted yes via roll call vote; motion carried.

2. Ordinance 2019-9 Budget and Appropriation Ordinance – Miller moved to approve 2019-9 Budget and Appropriation Ordinance. Knight seconded the motion, all voted yes via roll call vote; motion carried.
3. Truth in Taxation Act Hearing Date – the hearing was set for September 18, 2019 at 6:00 p.m.
4. Illinois Public Library Annual Report (IPLAR) FY2019 – the audit of the Secretary’s minutes was completed by Miller and Cann. Pappas will update the report before submitting to include the cost of replacing windows and carpet.
5. Technical Services Librarian Job Description Approval - Pappas discussed the proposed staffing changes in the Technical Services department and the creation of this new librarian position. The change to the salary budget is negligible and the overall impact due to benefits is minimal. Schmidt moved to approve the Technical Services Librarian job description. Miller seconded the motion, all voted yes via roll call vote; motion carried.
6. Social Media Policy Approval – the ILA/LIRA legal counsel recommended the Library have a social media policy. This policy has been vetted by the Library’s attorney. Andel moved to approve the Social Media Policy. Schmidt seconded the motion, all voted yes via roll call vote; motion carried.

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

**ADJOURNMENT:** Miller moved to adjourn; Schmidt seconded the motion. All voted yes via voice vote, motion carried. The meeting adjourned at 7:16 p.m.

Respectfully submitted,

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Aimee Hartley  
Recording Secretary

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Lisa Schmidt  
Board Secretary Pro Tem