**Vespasian Warner Public Library District**

**Clinton, IL 61727**

**Board of Trustees Meeting**

**June 12, 2019**

The Vespasian Warner Public Library District Trustees met on June 12, 2019. President Jonah Kolb called the meeting to order at 6:01 p.m. Roll call was taken with the following members present: Joan Kolb, Matt Love, Becky Adams, Janelle Sams-Thomas, with Rennie Cluver arriving at 6:14 p.m. and Ed Torbert arriving at 6:34 p.m. Glenda Kaufman was absent. Also present: Executive Director Bobbi Perryman, Business Manager Samantha Rusk, and Janet Ward.

Minutes - On motion by Love, the May minutes were approved as written. Motion passed unanimously by voice vote.

Director’s Report - As written. Perryman was a mentor at Director’s University held at the State Library in Springfield. She will be continue to participate each year.

Business Manager’s Report - As written. Summer Reading currently has 312 kids signed up and 69 teens and adults signed up.

Children’s Librarian Report - There were 200 people in attendance for Cold Blooded Creatures featuring Bubba the alligator. Lopatic is also partnering with the YMCA’s Camp Osage and DeWitt County Housing Authority by taking stories and crafts to their locations this year as part the SRC.

Approval of Bills - None.

Correspondence - Perryman mentioned that a patron approached her asking her to relay to the board how helpful the library staff is. She feels the library is one of the best uses of her tax dollars.

Standing Committee Reports:

1. Finance - Love reported that our net income through April 30, 2019, is $370,000 minus the $213,000 for Working Cash, leaves us at $157,000.
2. Property - Rusk reported that our new electronic sign will be installed on June 14, 2019. Rusk also mentioned that the U of I Extension Office is willing to create a pollinator garden for landscaping around the new sign. The garden can used for educational purposes and the Extension Office will maintain it.
3. Personnel - This will be discussed later.
4. Policy - Perryman let the board know that we no longer have to pass the prevailing wage ordinance. We will only be required to have the DeWitt County prevailing wage rates available upon request.

Business Items:

Reorganization of the Board - On motion by Adams, the officers will remain the same with Jonah Kolb as President, Rennie Cluver as Vice President, Matt Love as Treasurer and Becky Adams as Secretary. Motion passed unanimously by voice vote. Kolb reappointed board members to committees as they currently stand.

Set Meeting Dates for FY 19/20 - The meeting dates for fiscal year 19/20 will remain as the second Wednesday of each month at 6:00 p.m., with the exception of August and September. Meetings will be held on the third Wednesday at 6:00 p.m., for both of these months.

Non-Resident Fee - We will participate in the non-resident fee program using the tax bill method.

Website Change - Perryman and Rusk are still exploring options to update our website.

Homeless Patron Card – The card would allow homeless patrons to use a card for a period of six months with one renewal. The card could only be used at our library only and with a limit of two items. The goal is to help them find permanent housing.

Internet Equipment Circulation Policy - Internet hot spots and Roku devices are available for a standard checkout period and cannot be checked out again by the same household.

On motion by Love, all policies discussed are approved as written. Motion passed with Ed Torbert abstaining.

Strategic Plan Implementation - We are taking one focus area of our strategic plan and discussing that area at each monthly staff meeting.

Disaster Plan Status - Not yet completed.

Board Social - The board social event will be determined at a later date.

On motion by Adams, the Regular Board Meeting was moved into Executive Session at 6:48 p.m. for the purpose of discussing a personnel matter per 5 ILCS 120/2 (c) (1). Motion passed unanimously by roll call vote.

On motion by Sams-Thomas, the Executive Session was ended at 6:55 p.m. Motion passed unanimously by voice vote.

No action was taken during the Executive Session.

Adjournment - On motion by Sams-Thomas, the meeting was adjourned at 6:56 p.m. Motion passed unanimously.

The next meeting will be on Wednesday, July 10, 2019 at 6:00 p.m.

Respectfully submitted,

Janet Ward