

**VILLA PARK PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE ANNUAL MEETING  
May 25, 2016**

**Call to Order:** President Hubbard called the annual meeting of the Villa Park Public Library Board of Trustees to order at 7:00 p.m.

**Trustees Present:** Dan Hippensteel, Michelle Geyer-Ross, Pat Hubbard, Mark McCleary, Matt Matkowski.

**Trustees Absent:** Tammy Hensley, Lydia Hodges.

**Also Present:** Sandra Hill, Library Director; Cheryl Delaney, Recording Secretary.

**Introduction of Visitors:** Andy Dogan from Williams Architects, Graham Harwood from CCS International.

**Approval of Minutes of 2015 Annual Meeting:** McCleary moved the minutes be approved. Matkowski seconded the motion. Motion carried on voice vote.

**Additions and Revisions to the Agenda:** None.

**Election of Officers (President, Vice-President, Secretary, Treasurer):**

For the office of President, McCleary nominated Hubbard, and Hippensteel seconded the motion. McCleary moved the nominations be closed and directed the Secretary to cast a unanimous ballot for Hubbard and the motion carried. Hubbard was elected President.

For the office of Vice-President, McCleary nominated Hippensteel, and Geyer-Ross seconded the motion. McCleary moved the nominations be closed and directed the Secretary to cast a unanimous ballot for Hippensteel and the motion carried. Hippensteel was elected Vice-President.

For the office of Secretary, McCleary nominated Hodges, and Hippensteel seconded the motion. McCleary moved the nominations be closed and directed the Secretary to cast a unanimous ballot for Hodges and the motion carried. Hodges was elected Secretary.

For the office of Treasurer, Hippensteel nominated McCleary, and Matkowski seconded the motion. Hippensteel moved the nominations be closed and directed the Secretary to cast a unanimous ballot for McCleary and the motion carried. McCleary was elected Treasurer.

**Selection of Monthly Meeting Day and Time for Coming Year:** The Board confirmed that the monthly meeting date would be the fourth Wednesday of each month, with the exception of Monday, November 21, 2016, starting at 7:00 p.m..

**Selection of Dates/Times for Committee of the Whole and/or Special Meetings for Coming Year:** It was the consensus of the Board that the Committee of the Whole Meetings would be held every quarter on the Saturday following the Board Meeting (schedule is subject to change).

**Selection of Friends of the Villa Park Library Liaison:** Hubbard appointed Geyer-Ross as the Friends of the Villa Park Library liaison. Matkowski was appointed as the alternate.

**Selection of RAILS Reporter:** Hubbard appointed Hodges as the RAILS Reporter.

**Selection of Legislative Reporter:** Hubbard appointed Matkowski as the Legislative Reporter.

**Representation at Policy Committee Meetings during the Coming Year:** Hubbard appointed Geyer-Ross, Hodges, and Matkowski as members of the Policy Committee.

**Representation at Finance Committee Meetings during the Coming Year:** Hubbard appointed McCleary (chair), Hippensteel, and Hubbard (ex-officio) as members of the Finance Committee.

**Representation at Building Committee Meetings during the Coming Year:** Hubbard appointed Hensley and Hubbard as members of the Building Committee.

**Annual Appointment of OMA Designee/FOIA Officer:** Hubbard appointed Matkowski as the OMA Designee and Hill as the FOIA Officer.

**Participation in ILA:** Hubbard reminded everyone that the ILA conference is in Rosemont, IL in October.

**Adjournment:** McCleary moved the meeting be adjourned. Matkowski seconded the motion, and the meeting was adjourned at 7:14 p.m.

Respectfully submitted,

Cheryl Delaney  
Recording Secretary