

VILLA PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES
October 23, 2013

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

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

Trustees Absent: Stan Kosek.

Also Present: Sandra Hill, Library Director; Sean Birmingham, Recording Secretary

Introduction of Visitors: None.

Public Participation: None.

Approval of the Minutes of the September 25, 2013 Regular Meeting: McCleary moved the minutes be approved as revised. Geyer-Ross seconded the motion. The motion carried on voice vote.

Approval of the Minutes of the September 25, 2013 Executive Session Meeting: McCleary moved the minutes be approved. Matkowski seconded the motion. The motion carried on voice vote.

Approval of the Minutes of the October 9, 2013 Special Meeting: Hippensteel moved the minutes be approved as revised. McCleary seconded the motion. The motion carried on voice vote.

Approval of the Minutes of the October 14, 2013 Strategic Plan Workgroup Meeting: McCleary moved the minutes be approved as revised. Matkowski seconded the motion. The motion carried on voice vote.

Report of the Board President: Hubbard stated she attended the ILA Conference on Wednesday, October 16.

Committee Reports: None.

Report of the Treasurer: McCleary stated he had reviewed the bill listing and all was in order and noted there was a bill listing addendum.

Approval Bill Listing dated October 23, 2013 for FY 2013-14 in the amount of \$53,948.43: McCleary moved to approve the bill listing in the adjusted amount of \$53,948.43. Matkowski seconded the motion.

ROLL CALL VOTE:

| | | | |
|--------------|--------------------|--------------|-------------|
| AYES: | Geyer-Ross | NAYS: | None |
| | Hippensteel | | |
| | Hodges | | |
| | Hubbard | | |

**Matkowski
McCleary**

ABSENT: Kosek ABSTAIN: None

MOTION CARRIED

Report of LINC Representative: Matkowski stated the Board would vote on the Revisions to the LINC By-Laws under Unfinished Business.

RAILS News: Geyer-Ross provided the Board with upcoming events in October, November, and December.

Report of the Friends of the Library Liaison: Topics of discussion included the “Pie Bake-Off,” the Murder Mystery Event, and the “Chicago Style Poetry Slam.”.

Report of Gifts and Programs Sponsorships: None.

Correspondence: None.

Letters to Departing Staff Members & Thank You Letters: None.

Library Director’s Report/Six Month Update on Goals - ILA: Construction Project, Playspace, Non User

The Board reviewed the Library Director’s written Report dated October 23, 2013. Hill updated the Board on her goals for FY 2013-14. Hill presented the Board with three presentations she attended at the ILA Conference. Other topics of discussion included the E-Read Illinois Project, Recorded Books Zinio product, Tee Time at the Library on March 2, 2014, interviews for the Graphic Designer, Head of Circulation, and Administrative Assistant, the LINC Circulation meeting at the Itasca Community Library, the November LINC Governing Board meeting, the Enterprise Catalog, the RAILS Consortia meeting, and The Growing Healthy Villa Park Coalition’s “Cooking with Care” classes.

Unfinished Business:

Strategic Plan Update:

- There was some discussion of the October 5 Board retreat.

Elevator Modernization Project:

- Hill reported the start date had not been scheduled.

Revisions to the LINC By-Laws: McCleary moved to approve the Revisions to the LINC By-Laws. Matt seconded the motion.

ROLL CALL VOTE:

AYES: Geyer-Ross
Hippensteel
Hodges
Hubbard
Matkowski
McCleary

NAYS: None

ABSENT: Kosek

ABSTAIN: None

After some discussion MOTION CARRIED

Capital Needs Assessment Survey: McCleary moved to approve the Capital Needs Assessment Survey. Geyer-Ross seconded the motion. After some discussion the motion carried on voice vote.

New Business:

E-Read Illinois Project: Hill indicated the participation form had been sent in.

Department Reports: Department Reports were included in each Trustee's packet.

Hill passed around the Library's "Community Partner of the Year Award" from Literacy DuPage.

Planning of Future Meetings Hill stated she would Doodle a Policy Committee meeting in November; and the next regular meeting would be November 25.

Around the Table: Matkowski indicated his son was turning one year old. McCleary reported the Suburban Woodcarvers annual exhibit at the Villa Park Odeum on October 19 and 20 was a success. Hubbard wished everyone a happy Halloween.

Adjournment: Matkowski moved the meeting be adjourned. McCleary seconded the motion. Motion carried on voice vote. The meeting of the Board of Trustees of the Villa Park Public Library was adjourned at 8:39 p.m.

Respectfully submitted,

Sean Birmingham
Recording Secretary