



JOLIET PUBLIC LIBRARY
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MINUTES

Board of Trustees

Meeting Date: January 21, 2016

7:00 p.m. ~ Main Library – Meeting Room B

1. Convene and Call to Order

A regular meeting of the Board of Trustees, Joliet Public Library, was held at the Joliet Public Library, Main Library, Joliet, Illinois on January 21, 2016. The meeting convened at 7:00 pm. President Lynn Poper Samalea presiding and Secretary Essie Chavez present.

2. Pledge of Allegiance

Kevin Medows led the group in the Pledge of Allegiance.

3. Roll Call of Trustees

Present were Lynn Poper Samalea, Jack Markley, Essie Chavez, Nancy Henricksen, Carol Boban, Kim Neidermyer, and Gail Gawlik.

Staff members attending were Kevin Medows, Pam Dubé, Lisa Bobis, Leslie Eggman, Keith Folk, Mary Lopez, Keisha Mandara, Helene Marzec, Linda Ward-Callaghan, Laura Yanchick, Denise Zielinski, and Deb Fowler.

Others in attendance were Greg Kuhn, Cristi Musser, and Sarah Korhonen from Sikich LLP, Dr. Mindy Schneiderman and Julie Gommel Bailey from the Center of Governmental Studies, Northern Illinois University, and patron Christopher Pedersen.

4. Agenda Revision and Approval

MOTION: Nancy Henricksen moved and Jack Markley seconded to approve the agenda as presented. The motion passed unanimously with the following Trustees voting "aye:" Markley, Chavez, Henricksen, Boban, Neidermyer, Gawlik, and Poper Samalea.

5. Approval of Minutes

MOTION: Nancy Henricksen moved and Jack Markley seconded to accept the minutes of the December 17, 2015 regular Board Meeting. The motion passed unanimously with the following Trustees voting "aye:" Chavez, Henricksen, Boban, Neidermyer, Gawlik, Poper Samalea, and Markley.

6. Treasurer's Report

MOTION: Nancy Henricksen moved and Essie Chavez seconded to accept and authorize for payment the 1/21/16 Accounts Payable for \$71,050.15, the Checks Written Since Last Report on December 17, 2015 in the amount of \$201,384.77, and the Summary of Electronic Payroll Transfers for 12/18/15, 12/31/15, and 1/15/16 in the amount of \$338,232.38 for a total of \$610,667.30. The motion passed unanimously with the following

Trustees voting "aye:" Henricksen, Boban, Neidermyer, Gawlik, Poper Samalea, Markley, and Chavez.

MOTION: Nancy Henricksen moved and Jack Markley seconded to accept and file for audit the 12/31/15 Balance Sheet, the December Report of Accounts Cash Drawers and Petty Cash, and the Tax Distribution Report. The motion passed unanimously with the following Trustees voting "aye:" Boban, Neidermyer, Gawlik, Poper Samalea, Markley, Chavez, and Henricksen.

7. Public Participation (Regarding the current agenda's ACTION ITEMS)

There was no public participation at this point in the meeting.

8. Strategic Planning Consultants' Presentation of Findings

The team from Sikich LLP presented their findings on the Environmental Scan which included an exploratory workshop, trustee interviews, and a series of focus group meetings. The findings on the community survey were presented by the team from Northern Illinois University. The presentations were followed up with a question and answer session.

9. Executive Director's Report – Kevin Medows

A complete report is included in the Board packet.

ACTION ITEMS:

Approval of building location schedule for Joliet Public Library Board Meeting

It is proposed that each year six Board Meetings be held at the Ottawa Street building and six be held at the Black Road Branch building.

MOTION: Carol Boban moved and Kim Neidermyer seconded to approve the building location schedule for the Joliet Public Library Board Meetings. The motion passed unanimously with the following Trustees voting "aye:" Boban, Neidermyer, Gawlik, Poper Samalea, Markley, Chavez, and Henricksen.

Approval to purchase sound proof booth

Deputy Director Dubé provided an explanation for the need of a mobile sound proof booth that will be housed in the lower level Digital Media Studio. She is recommending the purchase of a 5 x 7 Platinum Series VocalBooth from VocalBooth.com in the amount of \$16,605.00

MOTION: Nancy Henricksen moved and Kim Neidermyer seconded to approve the purchase of a 5 x 7 Platinum Series VocalBooth from VocalBooth.com in the amount of \$16,605.00. The motion passed unanimously with the following Trustees voting "aye:" Neidermyer, Gawlik, Poper Samalea, Markley, Chavez, Henricksen, and Boban.

10. Deputy Director's Report – Pam Dubé

A complete report was included in the Board packet.

11. Committee Reports

a) **Executive – No report**

- b) **Buildings and Grounds** – No report
- c) **Finance** – No report
- d) **Personnel** – No report
- e) **Program** – No report
- f) **Technology** – No report

12. Unfinished Business – None

13. New Business – None

14. Public Participation (Regarding New Business or other topics) – Christopher Pedersen, a patron of the Library, addressed the topic of the Library parking lot downtown.

15. Staff Reports – Included in the Board packet.

16. Announcements – Trustee Markley said the presentation by Sikich and NIU showed the Library in a positive light which is encouraging.

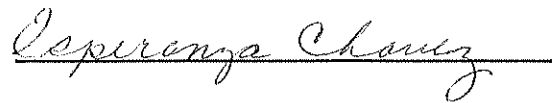
17. Closed Session - To discuss the appointment, employment, compensation, discipline, performance or dismissal of specific Library employees (5 ILCS 120/2(c)(1))

MOTION:

There was no Closed Session.

18. Adjournment

MOTION: Carol Boban moved and Jack Markley seconded to adjourn at 8:57 pm. The motion passed unanimously with the following Trustees voting "aye:" Boban, Neidermyer, Gawlik, Poper Samalea, Markley, Chavez, and Henricksen.

A handwritten signature in cursive script, reading "Esperanza Chavez", is written over a horizontal line.

