

MINUTES

Board of Trustees

Meeting Date: October 17th, 2019

7:00 p.m.--- Black Road Branch---Meeting Room F

1. Convene and Call to Order

A regular meeting of the Board of Trustees of the Joliet Public Library was held at the Joliet Public Library, 3395 Black Road, Joliet, Illinois on October 17th, 2019. The meeting convened at 7:00 p.m. with President Nancy Henricksen presiding.

2. Pledge of Allegiance

Laura Yanchick led the group in the Pledge of Allegiance.

3. Roll Call of Trustees

Trustees present: Dr. John Markley, Nancy Henricksen, Lynn Samalea and Gail Gawlik. Emmie Ostrem, Essie Chavez and Diane Harris arrived at 7:02 p.m.

Staff members attending were Megan Millen, Catherine Adamowski, Denise Zielinski, Jack Kelderhouse, Dana Perry and Laura Yanchick.

4. Agenda Revision and Approval

MOTION: Gail Gawlik moved and Lynn Samalea seconded to accept the agenda as presented. The motion carried unanimously via voice vote.

5. Minutes Review, Revision, and Approval

Regular Board Meeting---September 19th, 2019

MOTION: Jack Markley moved and Diane Harris seconded to approve the minutes of the September 19th, 2019 regular Board meeting. The motion carried unanimously via voice vote.

6. Treasurer's Report

MOTION: Gail Gawlik moved and Jack Markley seconded to accept and authorize for payment the 10/17/19 Accounts Payable for \$83,124.73, the Checks Written since Last Board Meeting on 9/19/19 in the amount of \$109,811.10 and the Electronic Payroll Transfers for 9/18/19 and 10/2/19 in the amount of \$245,564.26, for a Total Accounts Payable for August of \$438,500.09. The motion passed unanimously with the following trustees voting "aye:" Samalea, Chavez, Gawlik, Harris, Ostrem, Markley, and Henricksen.

MOTION: Gail Gawlik moved and Lynn Samalea seconded to accept and file for audit the 9/30/19 Balance Sheet, the Report of Accounts, Cash Drawers, and Petty Cash, and tax distribution report. The motion passed unanimously with the following trustees voting "aye:" Chavez, Gawlik, Harris, Ostrem, Markley, Henricksen, and Samalea.

7. Public Participation (Regarding the current agenda's ACTION ITEMS)--None

8. Executive Director's Report---Megan Millen

Executive Director Millen updated the Board on progress being made for Project Burnham. Tours with City Council members continue to take place as well as several speaking engagements planned in the upcoming months.

Included in her report is a full synopsis of the FY2020 Operating Budget, annotations showing which budget lines have changed and why are also mentioned.

Executive Director Millen was requested to be one of the founding members of the IPRIME Board of Trustees.

Joliet Library won Best Large Employer of Will County People's Choice Award. This award will be recognized in the Herald News on December 8th.

9. Deputy Director's Report---Catherine Y. Adamowski

Deputy Director Adamowski updated the Board on our streaming/downloadable platforms.

What's Going Down in Downtown J'Town Podcast is soon to debut! Our first podcast, featuring Tom Maslowski, who interviewed Megan and Catherine covers the joys of working at JPL and the services we offer. These episodes are recorded in the DMS Studio. We're more than pleased with the work our crew does to help promote all of our services.

10. Unfinished Business

Executive Director Annual Review updates

11. New Business

ACTION ITEMS:

- **Motion to approve FY2020 Operating Budget and Project Burnham allocation**

MOTION: Dr. Jack Markley moved and Emmie Ostrem seconded to approve the FY2020 Operating Budget and Project Burnham allocation as presented. The motion passed unanimously with the following trustees voting "aye:" Gawlik, Harris, Ostrem, Markley, Henricksen, Chavez, and Samalea.

- **Motion to approve the FY2020 Holiday Schedule**

MOTION: Gail Gawlik moved and Diane Harris seconded to approve the FY2020 Holiday Schedule. The motion passed unanimously via voice vote.

- **Motion to Approve FY2020 Freegal Renewal**

MOTION: Lynn Samalea moved and Dr. Jack Markley seconded to approve the FY2020 Freegal Renewal. The motion passed unanimously with the following trustees voting "aye:" Gawlik, Harris, Ostrem, Markley, Henricksen, Chavez, and Samalea.

- **Motion to Approve Resolution authorizing Megan Millen to serve as a Trustee of the Illinois Public Reserves Investment Management Trust (IPRIME)**

MOTION: Emmie Ostrem moved and Essie Chavez seconded to approve the Resolution authorizing Megan Millen to serve as a Trustee of the Illinois Public Reserves Investment Management Trust. The motion carried unanimously via voice vote.

12. Public Participation---None.

13. Staff Reports

Laura Yanchick: Youth services has been busy with training new staff. Angela and Anna, our newest youth services members have been learning JPL procedures and services.

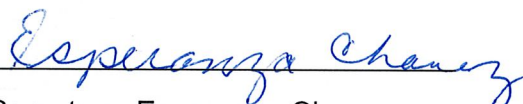
Family Reading Nights continue to draw in crowds. District 86 is required to host a Literacy Night each year, JPL enhances the experience for teachers and students by planning and hosting the event.


14. Announcements--- 2019 ILA Annual Conference Trustee Day is October 24th

15. Closed Session---None.

16. Adjournment

MOTION: Lynn Samalea moved and Diane Harris seconded to adjourn the meeting at 7:54 p.m. The motion passed unanimously via voice vote.


Secretary, Esperanza Chavez


Date