

MINUTES

Board of Trustees

Meeting Date: May 16th, 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 May 16th, 2019. The meeting convened at 7:02 p.m. with President Dr. John Markley presiding.

2. Pledge of Allegiance

Diane Harris led the group in the Pledge of Allegiance.

3. Roll Call of Trustees

Trustees present: Dr. John Markley, Nancy Henricksen, Emmie Ostrem, Lynn Samalea, Essie Chavez, Gail Gawlik, Diane Harris,

Trustees absent: None.

Staff members attending were Megan Millen, Catherine Adamowski, Helene Marzec, Laura Yanchick, Linda Ward-Callaghan, Keith Folk, Vanessa Padilla, Denise Zielinski, Yazmin Nielsen and Dana Perry

4. Agenda Revision and Approval

MOTION: Nancy Henricksen 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 --- April 18th, 2019

MOTION: Emmie Ostrem moved and Essie Chavez seconded to approve the minutes of the April 18th, 2019 regular Board. The motion carried unanimously via voice vote.

6. Treasurer's Report

MOTION: Lynn Samalea moved and Nancy Henricksen seconded to accept and authorize for payment the 5/16/19 Accounts Payable for \$52,404.84, the Checks Written since Last Board Meeting on 4/18/19 in the amount of \$113,272.65 and the Electronic Payroll Transfers for 4/19/19 and 5/03/19 in the amount of \$250,524.22, for a Total Accounts Payable for April of \$416,201.71. The motion passed unanimously with the following trustees voting "aye:" Samalea, Chavez, Gawlik, Harris, Ostrem, Markley, and Henricksen.

MOTION: Lynn Samalea moved and Diane Harris seconded to accept and file for audit the 5/16/19 Balance Sheet, the Report of Accounts, Cash Drawers, and Petty Cash. 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 provided the Board with updates on Project Burnham. A letter has been sent to all City Council Members and the Mayor introducing them to the project.

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

Several physical changes have taken place at the Ottawa St. Branch recently, thank you to building services and youth services for all their tireless efforts during this transition.

Linda Ward Callaghan's retirement is approaching, her retirement party is scheduled for May 30th.

10. Unfinished Business

None.

11. New Business

- **Discussion of open Board Seats.**

Executive Director Millen discussed with the board what qualities in a candidate they would like to see for the two vacant board seats. Each Trustee submitted their input. Once potential candidates are identified they will be encouraged to send a letter and resume to the Mayor.

- **ACTION ITEMS:**

Approval of amended Circulation Policy and Fee Structure

MOTION: Nancy Henricksen moved and Emmie Ostrem seconded to approve the amended Circulation Policy and Fee Structure. The motion passed unanimously with the following trustees voting "aye:" Gawlik, Harris, Ostrem, Markley, Henricksen, Chavez, and Samalea.

Appointment of Nominating Committee

President Markley appointed Lynn Samalea as the Committee Chair person.

12. Public Participation--- None.

13. Staff Reports

Laura Yanchick provided hand outs and a presentation on this year's Summer Reading Challenge, "It's Showtime".

Linda Ward-Callaghan commended Linda Atkinson, Amanda Gregory and Andrea Sowers on their phenomenal outreach efforts. She also thanked the Board of Trustees for their support throughout all the years of her tenure at JPL.

Denise provided the Board with an invite to the 10th Annual Star Wars Day.

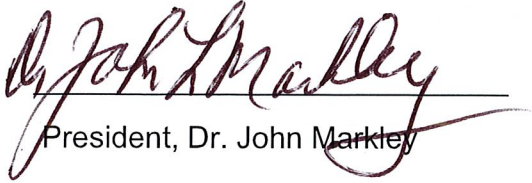
Helene reported updates on the new staff and patron computer deployment. The ICC on the 2nd floor is now complete.

14. Announcements--- Happy Birthday to Board trustees, Nancy and Essie.

15. Closed Session---None.

16. Adjournment

MOTION: Gail Gawlik moved and Diane Harris seconded to adjourn the meeting at 8:05 p.m. The motion passed unanimously via voice vote



President, Dr. John Markley

June 20, 2019

Date