

**BARTLETT PUBLIC LIBRARY DISTRICT**  
**BOARD OF TRUSTEE MINUTES**  
**January 21, 2019**

The regular meeting was called to order at 7:00 p.m. by President Barry.

**ROLL CALL:** Present were Student Advisory Trustee Andrew Sangar, Trustees Sias, DeSmidt, Byron, Hopkins, Bucaro and Barry. Trustee Shipman was absent.

Staff members present were Library Director Karolyn Nance, Adult & Technical Services Manager Mary Jane O'Brien, Public Relations Specialist Roslyn Summerville, and Human Resources Generalist Dina Castelvechi.

Also present were patrons Joseph Olsen, Ruth Beckner, Peggy Deyne, Parth Patel, Amy Cawley and Jay Perkins.

**TOWN HALL:**

Patron Joe Olsen spoke about the following items:

- He announced that he has filed to run for Library Board Trustee in the April 2019 Election.
- Urged Board Members to attend the upcoming Trustee Forum on March 16, 2019 in Oak Brook.
- The Marketing Plan calls for a 2% growth in number of Library cardholders annually but over the past three years there was a decline of 9.9%. The Library needs to find out why it is losing Library cardholders in order to reverse this trend.
- The continued laid back position of the Board about formally addressing the deficit has led to the inability of the Library to apply for state matching funds.
- He urged the Board to use the Finance Committee to make a formal commitment to eliminating the deficit and begin building up a reserve that will position the Library to start addressing the capital needs to be made.

Patron Parth Patel spoke about the following item:

- He announced that he has filed to run for Library Board Trustee in the April 2019 Election.

Patron Ruth Beckner spoke about the following items:

- Spoke of her long history with the Bartlett Library and her involvement with the Friends of of the Library. She frequently asked that an audit be conducted and to create a budget. She never received complaints or questions about her Treasurer Reports. She questions why the election was handled in a new way that included a nominating committee. She does not think it was right that a member of the nominating committee was nominated to run for the Treasurer position.

Patron Jay Perkins spoke about the following items:

- Stated that he had not heard from the Foundation as of yet.
- He referred to page five of the Board Report and stated that the first bullet point was correct that he resigned as Treasurer.
- He said that he is not frustrated with the number of meetings that were rescheduled. He said it is a fact that several meetings were rescheduled.
- He referred to the Foundation's By-Laws stating that a meeting was held on December 13, and as a Director it is required that he be given seven days' notice of the meeting which

did not occur. He also stated the number of voting directors shall be not less than five nor more than nine and shall be an odd number, i.e., either 5, 7, or 9.

- He was expecting an apology about his name being misspelled as a racial slur and has not received one.

#### **APPROVAL OF ITEMS ON CONSENT AGENDA:**

The motion to accept the Consent Agenda was made by Trustee Bucaro and seconded by Trustee Sias. The motion passed by roll call vote. All ayes. Trustee Shipman was absent.

**STUDENT ADVISORY REPORT:** Student Advisory Trustee Sangar gave a report on the Teen Advisory Board Meeting. Five members were in attendance. They discussed ways to improve the Teen Space, future poetry slams, marketing upcoming events, and starting to send out email reminders about future TAB meetings.

#### **REPORTS, RAILS REPORT, QUESTIONS AND ANSWERS:**

Trustee DeSmidt reminded the Board about the future trustee training forums. There is one scheduled in Springfield on March 9, 2019, which is different than the one scheduled on March 16, 2019. She encourages each Trustee to submit library related questions to her that can be forwarded to the program presenters.

#### **REGULAR AGENDA**

##### **ACTION ITEMS:**

##### **Marketing Plan**

Trustee Hopkins made a motion to approve the Bartlett Public Library District 2018-2021 Marketing Plan. Trustee DeSmidt seconded the motion and it was approved by a roll call vote. All ayes. Trustee Shipman was absent.

##### **DISCUSSION ITEMS:**

##### **Facility Update**

The Library cannot apply for grants due to the deficit. A Facility Committee Meeting will be scheduled next month.

##### **Designation of two Trustees to Review the Past Six Months of Library Board Meeting Minutes**

Trustee DeSmidt and Trustee Barry agreed to review the past six months of the Library Board Meeting Minutes.

##### **Director Evaluation**

Director Nance's evaluation is scheduled for the February 2019 Board Meeting. Director Nance will send out evaluation materials to the Board the week of February 4, 2019.

##### **Staffing Update**

Henry Sadowski has been promoted to the position of Adult Services Librarian. Leah Dudak has accepted a position with another library.

##### **Coffee with The Trustees**

Saturday, February 9, 2019 from 1 p.m. to 2 p.m. will be staffed by Trustees Sias and DeSmidt.

## **27<sup>th</sup> Annual Illinois Library Legislative Lunch**

The date for the West Suburban Legislative Meet Up has been scheduled on March 1, 2019 at the Oak Brook Marriot from 12:00 p.m. to 1:30 p.m.

## **Spring Trustee Forum**

The 2019 Spring Trustee Forum has been scheduled on Saturday, March 16, 2019 at the Oak Brook Marriot from 8:00 a.m. to 3:30 p.m.

## **Library District Trustee Election**

Details concerning the Trustee Election were outlined in Director Nance's report.

## **Foundation Update**

The Foundation's next meeting is scheduled for Monday, March 11, 2019. The next Dine to Donate event is scheduled for Tuesday, April 9, 2019 at Ambrosia. 10% of all sales will be donated to the Bartlett Public Library District Foundation. Director Nance is working on sending updated letters to the Businesses in Brewster Creek.

## **Friends Update**

The Friends met on January 8, 2019 to elect their new officers and to discuss new fundraising ideas. The new Officers are as follows:

Steve Henricksen-President

Monika Schuttie-Vice-President

Stephanie McKinley-Secretary

Chris Gozdecki-Treasurer

The 2019 Friends Meeting Dates are as follows:

Tuesday, March 12, 2019

Tuesday, May 14, 2019

Tuesday, July 9, 2019

Tuesday, September 10, 2019

Tuesday, November 12, 2019

Tuesday, January 21, 2020

## **OTHER ITEMS:**

None.

## **TOWN HALL:**

Patron Jay Perkins spoke about the following items:

- In regards to the Foundation meeting being rescheduled because the president of the Foundation could not attend: Jay Perkins compared the situation to the Board, stating the Board of Trustees would not reschedule a board meeting simply because the board president was unable to attend.

**ADJOURNMENT:**

There being no further business, a motion to adjourn was made by Trustee Sias. It was seconded by Trustee Byron. The motion was approved. Trustee Shipman was absent. Meeting was adjourned at 7:34 p.m.