



## REGULAR MEETING MINUTES

A meeting of the Board of Library Trustees of the La Grange Park Public Library District was held on January 15, 2020 at 7:00pm, in the library, 555 N. La Grange Road, La Grange Park, IL 60526.

1. President Whitman called the meeting to order at 7:00 pm. At roll call the following were present: Trustees Whitman, Gies, Snow, Swainson, Donaldson. Also present were Executive Director Kate Buckson and Meeting Stenographer Gabriela Magats. Absent: Demes-O'Brien, Clement
2. Pledge of Allegiance
3. Introduction of visitor(s): None
4. Public comment: None
5. Staff reports: Staffing updates in the Staff report. Stats are trending a little low this year, Buckson will further investigate the reasons behind the decrease; we will also begin tracking WiFi sessions.
6. Trustee reports: None
7. Treasurer's Report: None
8. Consent Agenda (Roll call vote). Snow motioned to approve, seconded by Gies. Roll call vote: 5 ayes, 0 nays, 2 absent
  - a. Minutes of previous meeting(s)
  - b. Invoices to be paid in the amount of \$63,155.29  
Checks from Wintrust Bank numbered 35181 - 35237
9. Unfinished business
  - a. Facility Updates: discussion of outdoor signage permits and updated design; completion of \$50k State grant; information stations from OPTO; vending machine installation
10. New Business
  - a. Discussion of half-year financial report: Have received 96% of budgeted revenue; salary expenses have decreased due to staffing changes.
  - b. Approval of OMA Designee for 2020: Trustee Donaldson volunteered to be the OMA designee.
  - c. Approval of water cooler replacement proposal. We received 3 quotes. We will choose the best quote submitted not to exceed \$10,000. Swainson motioned, seconded by Snow. Roll call vote: 5 ayes, 0 nays, 2 absent.
  - d. Discussion of Intergovernmental Agreement with Community Park District of La Grange Park. Buckson will send the agreement submitted by the Park District to our attorney for review.
11. Communications (includes emails to the board): Email from Attorney re: updates to the law. Personnel Manual will be updated accordingly.
12. Motion to adjourn regular session at 8:10 PM Gies motioned, seconded by Snow; all in favor.
13. Motion to go into Executive session: Swainson motioned, seconded by Donaldson. All in favor.  
Closed Session: Semi-Annual Closed Session Minutes Review 5 ILCS 120/2(c)(21) & Personnel 5 ILCS 120/2(c)(1) Appointment, employment, compensation, discipline, performance, or dismissal of specific employees.
14. Donaldson motioned to convene regular session at 8:50pm, second by Swainson. All in favor.
15. Final action on executive session: None
16. Gies motioned to adjourn the regular meeting at 8:51pm, second by Donaldson. All in favor. Meeting was adjourned.