

MINUTES OF THE REGULAR BOARD MEETING OF THE ZION-BENTON PUBLIC LIBRARY DISTRICT

March 20, 2018

Minutes

President Beverly Mull called the meeting to order at 6:28 pm.

ROLL CALL:

Present: W. Driver (at 7:02), J. Holmes, R. Kauth, B. Mull, A. Onan (at 6:38), L. Sandoval (at 6:55)

Absent: M. Martin

Staff present: Dawn Abron, Linda Stoppenbach, Garnet Miller, Mollie Brumbaugh.

Visitors present: Christine McDowell

AGENDA: The agenda was presented. As there was no quorum at the beginning of the meeting, it was decided to table the meeting room policy until April. Motion: J. Holmes motioned to accept the agenda as amended. Second: R. Kauth Roll Call: Aye: A. Onan, J. Holmes, R. Kauth, B. Mull. Nay: -0-. Abstain -0-. Motion Carried.

COMMENTS BY VISITORS: Christine McDowell, a library intern was introduced to the library board. She commented that she was happy to attend a board meeting, and appreciated the intern opportunity.

MINUTES: The minutes of the February 27, 2018 regular meeting were presented. Corrections were requested as well as a paragraph being struck from the minutes. Motion: R. Kauth moved to approve the amended minutes from the 2/27/2018 regular meeting. Second: J. Holmes. Roll Call: Aye: J. Holmes, R. Kauth, B. Mull, A. Onan. Nay: -0-. Abstain: -0-. Motion carried.

The minutes of the March 4, 2018 Diversity and Inclusion committee meeting were presented. Corrections were requested. There was an observation that when a patron entered the library on Martin Luther King Day, there was nothing to note the holiday in the lobby. There were departmental book displays, but one would not see them in the lobby. L. Stoppenbach and M. Brumbaugh stated that they could include holidays in the video screen rotations, and try to make the displays more visible. Motion: J. Holmes moved to approve the amended minutes from the 3/04/2018 D and I Committee meeting. Second: R. Kauth Roll Call: Aye: J. Holmes, R. Kauth, B. Mull, A. Onan. Nay: -0-. Abstain: -0-. Motion carried.

TREASURER'S REPORT AND INVESTMENTS:

The treasurer's report and investment report for March 2018 were presented. It was noted that while there was new a check listing from a QuickBooks report, the current list of checks from Borst Accounting was from the wrong month from. R. Kauth moved to table the approval of the bills until next month. Second: J. Holmes. Roll Call: Aye: J. Holmes, R. Kauth, B. Mull, A. Onan, and L. Sandoval. Nay: -0-. Abstain: -0-. Motion carried.

REPORTS:

Ms. Sandoval hosted her Conversation Cafe, but had no adults attend. She invited the kids who were already in the library to work on Spanish, and had a good program.

LIBRARY DIRECTOR'S REPORT: Stoppenbach noted that the library had received two grants, one successfully applied for by Mariel from the Center for the Study of Multicultural Children's' Literature and one

from the Kiwanis Club. Trustee R. Kauth presented at the Kiwanis meeting, and they presented her a check for the library. L. Stoppenbach thanked Trustee Kauth for her effort. L. Stoppenbach noted that the Trustee Banquet would be May 18 from 6-9 at the Carlton Hotel in Oak Park, IL. Stoppenbach noted that the Little Free Library Project was still ongoing. L. Stoppenbach mentioned that the Friends group would have their first meeting in April to try to restart.

Board members noted that many library programs had low attendance, and offered suggestions for promoting the programs within the community including using the new paper, Zion Township's next door site, sending notices to community groups like Kiwanis and Rotary, sending to schools especially District 6 where L. Sandoval could submit the fliers.

Trustee Sandoval noted that Lake County Health Department would be willing to send a representative to provide mental health training for dealing with library patrons to the library staff.

There was some concern at the poor attendance of the National Honor Society tutors from Zion Benton High School. Using Boy Scouts instead was suggested.

B. Mull questioned the incident on February 28 on the incident report. It was suggested that monitors bring another person into a situation like this.

R. Kauth suggested that we have a way to let patrons know that the Little Free Libraries operate on different rules so that patrons are not returning items in them.

COMMUNICATIONS: There was a discussion about F.O.I. A. officers. B. Mull noted that the Board designated F.O.I. A. officers, and requested this be added to the agenda for next time.

TRUSTEE DEVELOPMENT: There was a discussion about the libraries that had gone fine free. Kauth noted that this was more of a procedure than a policy issue that would be better left to staff decisions.

UNFINISHED BUSINESS:

Updates were given regarding the HVAC system.

A discussion about the LED project was tabled until Bonn received all 3 quotes.

NEW BUSINESS: There was a discussion about the Equal Access Policy. The Diversity and Inclusion Committee recommended its approval. A. Onan motioned to adopt the Equal Access Policy. Second: W. Driver. Roll Call: Aye: W. Driver, J. Holmes, R. Kauth, B. Mull, A. Onan, L. Sandoval. Nay: -0-. Abstain: -0-. Motion carried.

J Holmes put together a yearly calendar for future board meetings. A financial calendar, Audit of the meeting minutes, PTEL items, etc. still needed to be added. An updated calendar was requested for next month.

FUTURE MEETINGS: Finance Committee Meeting on April 10, at 6:30.

EXECUTIVE SESSION: Motion: A. Onan made a motion to enter Executive Session at 8:24. Second: W. Driver. Roll Call: Aye: W. Driver, J. Holmes, R. Kauth, B. Mull, A. Onan, L. Sandoval. Nay: -0- Abstain: -0- Motion carried.

Signed:

Attest:

Recording Secretary: L. Stoppenbach

