

**DEERFIELD PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
March 21, 2018**

1. ROLL CALL & CALL TO ORDER

President Maureen Wener called the meeting to order at 6:30 p.m., in the Board Room, 920 Waukegan Road, Deerfield, IL.

Present Board Members: Maureen Wener – President, Ken Abosch – Secretary, Seth Schriftman – Treasurer, Mike Goldberg, Howard Handler, Kyle Stone and Luisa Ellenbogen.

Mr. Bill Seiden, Village Liaison.

Ms. Judy Geuder, Friends of the Deerfield Public Library.

Staff: Amy Falasz-Peterson, Library Director, Kelly DeCorrevont, Business Manager.

Ms. Wener brought a cookie cake for the Board.

2. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD & CORRESPONDENCE

3. APPROVAL OF MINUTES

A. February 21, 2018 Regular Session Meeting

MOTION: Mr. Abosch made a motion to approve the February 21, 2018 Regular Session Meeting minutes, seconded by Mr. Stone.

Vote: 7 Yes - Maureen Wener, Ken Abosch, Seth Schriftman, Mike Goldberg, Howard Handler, Kyle Stone, and Luisa Ellenbogen.

The motion was approved.

4. TREASURER REPORT

A. Financials: Balance Sheet, Revenues & Expenses (ACTION)

Mr. Schriftman presented the Financials.

MOTION: Mr. Schriftman made a motion to approve the February Financials, seconded by Mr. Handler.

Vote: 7 Yes - Maureen Wener, Ken Abosch, Seth Schriftman, Mike Goldberg, Howard Handler, Kyle Stone, and Luisa Ellenbogen.

The motion was approved.

B. List of checks and payments for Approval (ACTION)

Mr. Schriftman presented the outstanding list of checks to be approved for payment, which included:

| | |
|--|---------------------|
| -Electronic Payments, 4 ACHs, WinTrust | \$ 127.23 |
| -Petty Cash Checks 615-617, Bank Financial | \$ 80.88 |
| -AP Checks 2780-2794, 10000-10036, 10 ACHs, WinTrust | <u>\$ 71,279.36</u> |
| The total amount presented for approval | \$ 71,487.47 |

MOTION: Mr. Schriftman made a motion to approve the February list of checks and payments, seconded by Mr. Abosch.

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Vote: 7 Yes - Maureen Wener, Ken Abosch, Seth Schriftman, Mike Goldberg, Howard Handler, Kyle Stone, and Luisa Ellenbogen.

The motion was approved.

5. FRIENDS OF THE LIBRARY REPORT

Ms. Judy Geuder from the Friends of the Deerfield Public Library gave a report on the business of the Friends of the Library. Ms. Wener thanked Ms. Geuder for her work with the Friends.

6. VILLAGE LIAISON REPORT

Mr. Bill Seiden gave the Village Update.

7. LIBRARY DIRECTOR'S REPORT

A. National Library Week Plans

Ms. Amy Falasz-Peterson said that in years past the board sponsored food for staff during National Library Week. April 8-14. Some discussion ensued as to whether or not the board should personally pay for this or should this come from the library's budget. In the end, the board agreed to pay for it personally. Mr. Goldberg volunteered to coordinate the morning delivery of food and Ms. Wener volunteered to coordinate the evening pizza delivery. Ms. DeCorrevont will follow up with an email.

B. Farmers Market Dates

Ms. Falasz-Peterson discussed we need to submit a date for the Farmer's Market. The Board recommended September 22 date as the first choice and September 29 as the second choice. Village of Deerfield Trustee Mr. Seiden discussed previously we had a Librarian in the Lobby concept at the Village. Ms. Wener suggested that the Library investigate revisiting this program. Mr. Goldberg remembers it fondly.

Ms. Kelly DeCorrevont will forward the email to all Board Members regarding filing their Statements of Economic Interest.

A member of the public came in at 7:04 p.m. He thanked us for having the old copies of the Deerfield Review. His mother passed away and she was a former staff member.

8. STRATEGIC PLAN UPDATE

A. 2018 Q1 Report

Ms. Falasz-Peterson discussed the 2018 Q1 Report.

9. OLD BUSINESS

A. Legal Services Representation Report

Ms. Falasz-Peterson thanked Mr. Goldberg for his assistance. Based on the information presented, the board will begin using Ancel Glink as the general library attorney.

Mr. Abosch reported that the old sets of minutes have now been released.

10. NEW BUSINESS

A. Staff Salary Range Increases

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Ms. Falasz-Peterson discussed the Staff Salary Range Increases. Mr. Abosch discussed the 1.5% is more conservative compared to the 1.8% typical for units of government. Mr. Abosch further explained that there is a range increase and a merit increase, averaging 1-3%.

B. Fund Balance Policy Update Recommendation (ACTION)

Ms. Wener discussed the Fund Balance Policy update recommendation. Ms. Wener suggested that the Board eliminate the Authority Statement. Mr. Abosch appreciated the research that Mr. Handler did.

MOTION: Mr. Schriftman made a motion to approve the Fund Balance Policy Statement as amended, seconded by Mr. Stone.

Vote: 7 Yes - Maureen Wener, Ken Abosch, Seth Schriftman, Mike Goldberg, Howard Handler, Kyle Stone, and Luisa Ellenbogen.

The motion was approved.

11. EXECUTIVE SESSION 5 ILCS 120/2 c 1 to discuss the self-evaluation and compensation of the Library Director

At 7:21 p.m. Mr. Schriftman moved to enter into Executive Session to discuss the self-evaluation and compensation of the Library Director. Mr. Goldberg seconded.

Vote: 7 Yes - Maureen Wener, Ken Abosch, Seth Schriftman, Mike Goldberg, Howard Handler, Kyle Stone, and Luisa Ellenbogen.

The motion was approved.

12. OTHER

13. ADJOURNMENT

At 7:54 p.m., Ms. Wener moved to adjourn the meeting, seconded by Mr. Goldberg.

Vote: 7 Yes - Maureen Wener, Ken Abosch, Seth Schriftman, Mike Goldberg, Howard Handler, Kyle Stone, and Luisa Ellenbogen.

The motion was approved.



Ken Abosch, Secretary