

**DEERFIELD PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
June 20, 2018**

1. ROLL CALL & CALL TO ORDER

President Maureen Wener called the meeting to order at 6:00 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 and Kyle Stone.

Guests: Tiffany Nash and Dan Pohrte, Product Architecture and Design

Staff: Amy Falasz-Peterson, Library Director, Kelly DeCorrevont, Business Manager and Tom Owen, Head of IT.

VILLAGE LIAISON REPORT

Mr. Bill Seiden gave the Village Update.

A. Election of new officers

Ms. Wener reviewed the process for taking nominations and voting for the Board's officers. Ms. Wener asked if anyone else wanted to submit his or her name for President, and there was no request to do so.

MOTION: Ms. Wener made motion to elect Ken Abosch as President. Mr. Seth Schriftman seconded.

Vote: 5 Yes - Maureen Wener, Ken Abosch, Seth Schriftman, Mike Goldberg and Kyle Stone.
The motion was approved.

Ms. Wener asked if anyone else wanted to submit his or her name for Secretary, and there was no request to do so.

MOTION: Mr. Ken Abosch made a motion to elect Maureen Wener as Secretary. Mr. Mike Goldberg seconded.

Vote: 5 Yes - Maureen Wener, Ken Abosch, Seth Schriftman, Mike Goldberg and Kyle Stone.
The motion was approved.

Ms. Wener asked if anyone else wanted to submit his or her name for Treasurer, and there was no request to do so.

MOTION: Mr. Abosch made a motion to elect Seth Schriftman as Treasurer. Mr. Goldberg seconded.

Vote: 5 Yes - Maureen Wener, Ken Abosch, Seth Schriftman, Mike Goldberg and Kyle Stone.
The motion was approved.

Ms. Wener turned the meeting over to Mr. Abosch. Mr. Abosch thanked Ms. Wener for her last two years as Board President.

B. Appointments to Board Committee for 2018-19

Ms. Wener removed herself from the Board Relations committee. Ms. Amy Falasz-Peterson will confirm with the other Board Members not in attendance as to their committee preference. The Board President and Library Director are Ex-officio members of all committees. The members then discussed membership for the committees as follows:

Committee	Chair	Other Committee Members			
Building	Mike Goldberg	Ken Abosch	Seth Schriftman	Howard Handler	Kyle Stone
Board Relations	Mike Goldberg	Ken Abosch	Luisa Ellenbogen		
Finance	Seth Schriftman	Ken Abosch	Maureen Wener	Howard Handler	Luisa Ellenbogen
Policy	Mike Goldberg	Ken Abosch	Maureen Wener	Howard Handler	Kyle Stone
Memorials	Maureen Wener	Ken Abosch	Mike Goldberg		
Long Range	Ken Abosch	Committee of the Whole			
Human Relations	Ken Abosch	Maureen Wener			

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

3. PRESENTATION BY PRODUCT ARCHITECTURE & DESIGN

Ms. Falasz-Peterson introduced Mr. Tom Owen, Head of IT, and Ms. Tiffany Nash and Mr. Dan Pohrte with Product Architecture & Design. They gave a presentation on the proposed Collaborative Workspace that the management staff has worked on this calendar year.

Mr. Abosch asked if we would still be able to have computer classes. Mr. Owen explained the classes can be held in the Collaborative Workspace.

Mr. Goldberg asked about the AV Space G2 Plan.

Mr. Schriftman and Mr. Kyle Stone discussed upstairs is more visible. Ms. Wener asked Mr. Owen to discuss the advantages and disadvantages of a bigger space and smaller space. Mr. Owen replied that with a larger space, there would be more opportunity for smaller groups using the space at the same time and multi-tasking. Mr. Owen reported that the computer lab's peak usage is 28%.

Mr. Abosch requested that staff schedule tours of other libraries with this type of flexible space as he has come around to the idea. Ms. Wener stated that the Board should think of this as flexible space. The Board agreed to continue to pursue this idea. The Board would like to know more about the vision of the space as well as the potential costs.

4. APPROVAL OF MINUTES

A. May 16, 2018 Regular Session Meeting (ACTION)

MOTION: Mr. Schriftman made a motion to approve the May 16, 2018 Regular Session Meeting minutes, seconded by Mr. Stone.

Vote: 5 Yes - Maureen Wener, Ken Abosch, Seth Schriftman, Mike Goldberg and Kyle Stone.
 The motion was approved.

B. May 16, 2018 Executive Session Meeting (ACTION)

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MOTION: Mr. Schriftman made a motion to approve the May 16, 2018 Executive Session Meeting minutes, seconded by Mr. Stone.

Vote: 5 Yes - Maureen Wener, Ken Abosch, Seth Schriftman, Mike Goldberg and Kyle Stone.
The motion was approved.

5. TREASURER REPORT

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

Mr. Schriftman presented the Financials.

MOTION: Mr. Stone made a motion to approve the May Financials, seconded by Ms. Wener.

Vote: 5 Yes - Maureen Wener, Ken Abosch, Seth Schriftman, Mike Goldberg and Kyle Stone.
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	\$ 127.64
-Petty Cash Checks 624, 1 ACH, Bank Financial	\$ 87.90
-AP Checks 10164-10232, 13 ACHs, WinTrust	\$ <u>92,080.62</u>
The total amount presented for approval	\$ 92,296.16

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

Vote: 5 Yes - Maureen Wener, Ken Abosch, Seth Schriftman, Mike Goldberg and Kyle Stone.
The motion was approved.

6. VILLAGE LIAISON REPORT

This report was moved to the beginning of the meeting.

7. LIBRARY DIRECTOR'S REPORT

A. Strategic Plan Update

B. July 4 Parade

Library staff will email the July 4 parade instructions to Board Members when we receive them. The Library ordered double the amount of candy for this year's parade.

Ms. Falasz-Peterson reported that staff continue to review the Library Strategic Plan. We are waiting to determine space reallocations as we continue to move forward.

Our new Patron Services Manager, Sayaka Suzuki, started on June 1, 2018. She immediately began addressing the issue of turnover in Patron Services 15 hour/week positions. In addition, the Administration staff has begun working on updating our library job descriptions.

8. OLD BUSINESS

None

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9. NEW BUSINESS

A. Adoption of Prevailing Wage Ordinance (ACTION)

MOTION: Mr. Goldberg made a motion to approve the Prevailing Wage Ordinance, seconded by Mr. Stone.

Vote: 5 Yes - Maureen Wener, Ken Abosch, Seth Schriftman, Mike Goldberg and Kyle Stone.
The motion was approved

10. EXECUTIVE SESSION 5 ILCS 120/2 c (21) Semi-Annual Review of Historical Minutes both written and recorded of previous meetings held in Executive Session

At 7:22 p.m., Mr. Goldberg moved to enter into Executive Session to discuss the Semi-Annual Review of Historical Minutes. Mr. Schriftman seconded.

Vote: 5 Yes - Maureen Wener, Ken Abosch, Seth Schriftman, Mike Goldberg and Kyle Stone.
The motion was approved.

11. OTHER
None

12. ADJOURNMENT

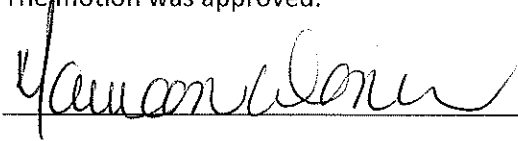
At 7:37 p.m., The Board resumed open session.

MOTION: Mr. Schriftman made a motion to open 4/18/18 and 3/21/18 closed minutes to open minutes. Ms. Wener seconded.

Vote: 5 Yes - Maureen Wener, Ken Abosch, Seth Schriftman, Mike Goldberg and Kyle Stone.
The motion was approved.

At 7:38 p.m., Mr. Goldberg made a motion to adjourn the meeting, seconded by Mr. Schriftman.

Vote: 5 Yes - Maureen Wener, Ken Abosch, Seth Schriftman, Mike Goldberg and Kyle Stone.
The motion was approved.



Maureen Wener, Secretary