

**DEERFIELD PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
September 12, 2018**

1. ROLL CALL & CALL TO ORDER

Secretary 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 – Secretary, Seth Schriftman – Treasurer, Mike Goldberg, Howard Handler, Kyle Stone and Luisa Ellenbogen.

Village Liaison: Mr. Bill Seiden

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

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

None.

8. Board Relations

A. Mr. Mike Goldberg discussed the Board Relations. Mr. Goldberg reminded the Board that they have a responsibility to treat each other with respect. Mr. Goldberg suggested that the Board Relations plan a committee meeting at a future time.

3. APPROVAL OF MINUTES

A. August 15, 2018 Regular Session Meeting (ACTION)

MOTION: Mr. Seth Schriftman made a motion to approve the August 15, 2018 Regular Session Meeting minutes, seconded by Mr. Kyle Stone.

Vote: 6 Yes –Maureen Wener, Seth Schriftman, Mike Goldberg, Howard Handler, Kyle Stone and Luisa Ellenbogen.

The motion was approved.

4. TREASURER REPORT

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

Mr. Schriftman presented the Financials.

MOTION: Mr. Goldberg made a motion to approve the July Financials, seconded by Mr. Stone.

Vote: 6 Yes –Maureen Wener, Seth Schriftman, Mike Goldberg, Howard Handler, Kyle Stone and Luisa Ellenbogen.

The motion was approved.

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

Mr. Schriftman presented the Financials.

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

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Vote: 6 Yes –Maureen Wener, Seth Schriftman, Mike Goldberg, Howard Handler, Kyle Stone and Luisa Ellenbogen.

The motion was approved.

C. 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	\$ 126.79
-Petty Cash Checks 626, Bank Financial	\$ 40.00
-AP Checks 10349-10408, 13 ACHs, WinTrust	<u>\$ 97,185.51</u>
The total amount presented for approval	\$ 97,352.30

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

Vote: 6 Yes – Maureen Wener, Seth Schriftman, Mike Goldberg, Howard Handler, Kyle Stone and Luisa Ellenbogen.

The motion was approved.

D. Proposed FY 2019 Budget & 2018 Levy Request (DISCUSSION)

Mr. Schriftman asked the Board what date works best for the second Finance Committee Meeting. They agreed to meet on Thursday, September 27 at 6 p.m.

5. VILLAGE LIAISON REPORT

Mr. Bill Seiden gave the Village Report.

6. LIBRARY DIRECTOR'S REPORT

A. Strategic Plan Update

Ms. Amy Falasz-Peterson reported on the progress of the strategic plan. The next step is the repurposing of space in the library with the collaborative workspace.

Ms. Falasz-Peterson reminded the Board Members to attend the Farmers Market on September 29. In addition, the rescheduled Deerfield Area Historical Society Jubilee will be held on September 30. The Joint Board reception will be at Patty Turner Center on October 3. There is a Policy Committee meeting on September 17, 2018. This year's ILA conference will be in Peoria October 8-11. Staff are presenting and the Adult Services Department is receiving an award.

Mr. Stone asked if staff had received any negative feedback about the notary services discontinuation. Ms. Falasz-Peterson reported that the library has not.

7. OLD BUSINESS

A. Collaborative Work Space Update (ACTION)

The Board asked Ms. Falasz-Peterson for more information and research which was included in the packet. This new space is an investment, and will be a better utilization of the space that we have. Staff have right-sized the AV collection. Ms. Falasz-Peterson shared the updated quote for the space with each Board Member.

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Ms. DeCorrevont stated that the library plans to use money in the Capital Reserve Fund to fund the cost of the project. Ms. Falasz-Peterson stated that repurposing the space will help keep the library current.

MOTION: Mr. Goldberg made a motion to approve the Collaborative Work Space project, seconded by Mr. Schriftman.

Vote: 4 Yes – Maureen Wener, Seth Schriftman, Mike Goldberg, Kyle Stone.

1 Abstain - Luisa Ellenbogen

1 No - Howard Handler

The motion was approved.

8. NEW BUSINESS

A. Board Relations (moved to the beginning of meeting)

B. Approval of Proposed 2019 Board Meeting Dates (ACTION)

MOTION: Ms. Wener made a motion to approve the Proposed 2019 Board Meeting Dates, seconded by Mr. Schriftman.

Vote: 6 Yes – Maureen Wener, Seth Schriftman, Mike Goldberg, Howard Handler, Kyle Stone and Luisa Ellenbogen.

The motion was approved.

C. Approval of Proposed 2019 Holiday and Closed Dates (ACTION)

MOTION: Mr. Schriftman made a motion to approve the Proposed 2019 Holiday and Closed Dates with the added language to Close at 3 pm on 12/31, seconded by Mr. Goldberg.

Vote: 6 Yes – Maureen Wener, Seth Schriftman, Mike Goldberg, Howard Handler, Kyle Stone and Luisa Ellenbogen.

The motion was approved.


9. OTHER

10. ADJOURNMENT

At 7:42 p.m., Mr. Goldberg made a motion to adjourn the meeting, seconded by Mr. Schriftman.

Vote: 6 Yes – Maureen Wener, Seth Schriftman, Mike Goldberg, Howard Handler, Kyle Stone and Luisa Ellenbogen.

The motion was approved.



Maureen Wener, Secretary