

**DEERFIELD PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
January 16, 2019**

1. ROLL CALL & CALL TO ORDER

President Ken Abosch called the meeting to order at 6:31 p.m., in the Board Room, 920 Waukegan Road, Deerfield, IL.

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

Village Liaison: Mr. Bill Seiden

Friends of the Library: Ms. Sue Gottlieb

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

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

None.

3. APPROVAL OF MINUTES

A. December 19, 2018 Regular Session Meeting (ACTION)

MOTION: Mr. Seth Schriftman made a motion to approve the December 19, 2018 Regular Session Meeting minutes, seconded by Mr. Kyle Stone.

Vote: 6 Yes – Ken Abosch, Maureen Wener, Seth Schriftman, Luisa Ellenbogen, Howard Handler, Kyle Stone.

The motion was approved.

B. December 19, 2018 Executive Session Meeting (ACTION)

MOTION: Mr. Howard Handler made a motion to approve the December 19, 2018 Executive Session Meeting minutes, seconded by Ms. Maureen Wener.

Vote: 6 Yes – Ken Abosch, Maureen Wener, Seth Schriftman, Luisa Ellenbogen, Howard Handler, Kyle Stone.

The motion was approved.

Mr. Mike Goldberg arrived at 6:33 p.m.

4. TREASURER REPORT

A. December Financials: Balance Sheet, Revenues & Expenses, Quarterly Investment Report, Year End Payroll Liability (ACTION)

Mr. Schriftman presented the Financials.

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

Vote: 7 Yes – Ken Abosch, Maureen Wener, Seth Schriftman, Mike Goldberg, Luisa Ellenbogen, Howard Handler, 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	\$ 126.28
-Petty Cash Checks 641, Bank Financial	\$ 21.64
-AP Checks 10597-10682, 12 ACHs, WinTrust	<u>\$ 227,374.08</u>
The total amount presented for approval	\$ 227,522.00

MOTION: Mr. Abosch made a motion to approve the January list of checks and payments, seconded by Ms. Luisa Ellenbogen.

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

The motion was approved.

5. VILLAGE LIAISON REPORT

Mr. Bill Seiden gave the Village Report.

6. FRIENDS OF THE LIBRARY REPORT

Ms. Sue Gottlieb gave the Friends of the Library Report. Whole Foods is having a fundraiser for the Friends. Customers can donate your 10 cent bag refund at check out from January to March to benefit the Library. Ms. Ellenbogen commented its great visibility. The Library's Wish List has been received and will be discussed at the next Friends of the Library Meeting on January 28 at 7:00 p.m. Mr. Handler indicated that he is available to attend.

7. LIBRARY DIRECTOR'S REPORT

Ms. Amy Falasz-Peterson thanked all of the board members for being in attendance this evening. It is a great way to start the year. Our first Fight to Integrate Deerfield (FID) event will be held on Monday, January 21 from 5:00-6:30 p.m., the Art Shay Photography Reception.

Ms. Falasz-Peterson discussed that the Library is testing out Automatic Renewals, as it is a feature to our current software. After staff have fully tested the process, staff will share with the Board an update.

Ms. Falasz-Peterson discussed the December 2018 statistics. The numbers look great as our circulation is up. Ms. Ellenbogen discussed the Preschool Pavilion play update was creative and interesting. Ms. Wener discussed she has noticed an increase in staff professional development and activities. Ms. Wener recommended tracking it and continuing to share it with the Board.

8. OLD BUSINESS

A. Collaborative Workspace Update

Ms. Falasz-Peterson reported that at the December Board Meeting, we had a presentation on the status of the project. Ms. Falasz-Peterson discussed she is introducing the project in the next issue of Browsing. After the February and March Board Meetings, staff will roll out the project concept on the website.

9. NEW BUSINESS

A. RFQ for Construction Manager Services (ACTION)

DPL Board of Trustees
Regular Meeting Minutes
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The Board reviewed and amended the RFQ for Construction Manager Services. The Board decided to update the RFQ submission due date to February 14, 2019. Mr. Goldberg discussed selecting a Construction Manager is very important. Mr. Abosch agreed. Mr. Stone suggested Ms. Falasz-Peterson to provide a summary and recommendation for the February 20 discussion. The Board determined they will start the February Board Meeting at 6:00 p.m. and then have the Special Committee Meeting at 6:30 p.m. The Board determined the Sub-Committee members: Mr. Goldberg, Mr. Stone, Ms. Wener, Ms. Ellenbogen. The Committee will come up with the process and determine a Chair of the Committee. The Board determined that March 6 will be the date to interview the selected Construction Managers. Ms. Wener suggested adding an *All dates are tentative upon Board approval disclosure on the document.

MOTION: Mr. Goldberg made a motion that the Library issue the RFQ for Construction Manager Services for the Collaborative Workspace project, seconded by Mr. Schriftman.

Vote: 6 Yes – Ken Abosch, Maureen Wener, Seth Schriftman, Mike Goldberg, Luisa Ellenbogen, Kyle Stone.

1 No – Howard Handler

The motion was approved.

MOTION: Mr. Abosch made a motion to nominee Mr. Goldberg, Mr. Stone. Ms. Wener and Ms. Ellenbogen and create a Sub-Committee, seconded by Mr. Goldberg.

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

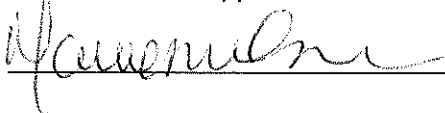
10. OTHER

11. ADJOURNMENT

At 8:17 p.m., Mr. Goldberg made a motion to adjourn the meeting, seconded by Mr. Schriftman.

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

The motion was approved.



Maureen Wener, Secretary