

**DEERFIELD PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
November 20, 2019**

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, Luisa Ellenbogen and Kyle Stone

Village: Bill Seiden

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

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

3. APPROVAL OF MINUTES

A. October 16, 2019 Regular Session Meeting (ACTION)

MOTION: Mr. Kyle Stone made a motion to approve the October 16, 2019 Regular Session Meeting minutes as amended, seconded by Mr. Seth Schriftman.

Vote: 4 Yes – Maureen Wener – Secretary, Seth Schriftman – Treasurer, Luisa Ellenbogen and Kyle Stone. The motion was approved.

4. TREASURER REPORT

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

Mr. Schriftman presented the Financials.

MOTION: Mr. Stone made a motion to approve the October Financials, seconded by Mr. Schriftman.

Vote: 4 Yes – Maureen Wener – Secretary, Seth Schriftman – Treasurer, Luisa Ellenbogen 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, 3 ACHs, WinTrust	\$ 126.30
-Petty Cash Checks 675-677, Bank Financial	\$ 83.20
-AP Checks 11251-11319, 12 ACHs, WinTrust	<u>\$ 741,780.59</u>
The total amount presented for approval	\$ 741,990.09

MOTION: Mr. Stone made a motion to approve the October list of checks and payments, seconded by Ms. Wener.

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Vote: 4 Yes – Maureen Wener – Secretary, Seth Schriftman – Treasurer, Luisa Ellenbogen and Kyle Stone.
The motion was approved.

5. VILLAGE LIAISON REPORT

Mr. Bill Seiden gave the Village report.

6. LIBRARY DIRECTOR'S REPORT

A. MakerSpace Grand Opening

Ms. Amy Falasz-Peterson reported that the Board will not go into Executive Session at this meeting. The Board will tour the MakerSpace after the meeting. The MakerSpace Grand Opening is scheduled for Saturday, November 23 from 11 am - 1 pm. The space will remain open until 4 pm. There is a Friends of the Library fundraiser on December 4.

7. OLD BUSINESS

A. Holiday Party Reminder

Ms. Falasz-Peterson reminded the Board to RSVP for the January 24 holiday party.

8. NEW BUSINESS

A. FY 2020 Per Capita Grant Requirements: Trustee Fact File

Ms. Falasz-Peterson discussed the FY 2020 Per Capita Grant Requirements.

B. Recommended Approval of Unattended Children & Vulnerable Adults Policy (ACTION)

The Board discussed the recommended changes to the policy. Ms. Luisa Ellenbogen commented that the policy updates are important.

MOTION: Mr. Stone made a motion to approve the Unattended Children & Vulnerable Adults Policy, seconded by Ms. Ellenbogen.

Vote: 4 Yes – Maureen Wener – Secretary, Seth Schriftman – Treasurer, Luisa Ellenbogen and Kyle Stone.
The motion was approved.

C. Recommended Approval of Collection Development Policy (ACTION)

The Board discussed the recommended changes to the policy.

MOTION: Mr. Stone made a motion to approve the Collection Development Policy, seconded by Mr. Schriftman.

Vote: 4 Yes – Maureen Wener – Secretary, Seth Schriftman – Treasurer, Luisa Ellenbogen and Kyle Stone.
The motion was approved.

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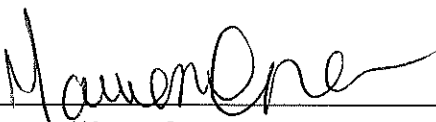
9. EXECUTIVE SESSION 5 ILCS 120/2 c 1 to discuss the self evaluation of the Library Director
Moved to next meeting.

10. OTHER

11. ADJOURNMENT

At 7:03 p.m., Mr. Schriftman made a motion to adjourn the meeting, seconded by Mr. Stone.

Vote: 4 Yes – Maureen Wener – Secretary, Seth Schriftman – Treasurer, Luisa Ellenbogen and Kyle Stone.
The motion was approved.



Maureen Wener, Secretary