

**DEERFIELD PUBLIC LIBRARY BOARD OF TRUSTEES**  
**REGULAR MEETING MINUTES**  
**June 19, 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 Schrifftman – Treasurer, Mike Goldberg, Kyle Stone and Howard Handler.

Staff: Amy Falasz-Peterson, Library Director, Kelly DeCorrevont, Business Manager, Sayaka Suzuki, Patron Services Manager

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

None.

3. PRESENTATION BY PATRON SERVICES MANAGER

Ms. Sayaka Suzuki gave a presentation on the Patron Services Department. Ms. Suzuki discussed the department staff and their roles, the different service desks and the Digital Library Assistant (DLA).

Mr. Kyle Stone arrived at 6:42 p.m.

4. APPROVAL OF MINUTES

A. May 15, 2019 Regular Session Meeting (ACTION)

MOTION: Mr. Mike Goldberg made a motion to approve the May 15, 2019 Regular Session Meeting minutes as corrected, seconded by Mr. Stone.

Vote: 5 Yes –Maureen Wener, Seth Schrifftman, Mike Goldberg, Kyle Stone, and Howard Handler.  
The motion was approved.

B. May 29, 2019 Special Board Meeting (ACTION)

MOTION: Mr. Stone made a motion to approve the May 29, 2019 Special Board Meeting minutes, seconded by Mr. Goldberg.

Vote: 5 Yes –Maureen Wener, Seth Schrifftman, Mike Goldberg, Kyle Stone, and Howard Handler.  
The motion was approved.

5. TREASURER REPORT

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

Mr. Seth Schrifftman presented the Financials.

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

Vote: 5 Yes –Maureen Wener, Seth Schrifftman, Mike Goldberg, Kyle Stone, and Howard Handler.  
The motion was approved.

DPL Board of Trustees  
Regular Meeting Minutes  
June 19, 2019

B. List of Checks and Payments for Approval (ACTION)

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

-Electronic Payments, 3 ACHs, WinTrust	\$ 126.12
-Petty Cash Checks 662-665, Bank Financial	\$ 138.18
-AP Checks 10958-11018, 13 ACHs, WinTrust	<u>\$ 95,745.97</u>
The total amount presented for approval	\$ 96,010.27

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

Vote: 5 Yes –Maureen Wener, Seth Schrifman, Mike Goldberg, Kyle Stone, and Howard Handler.  
The motion was approved.

6. VILLAGE LIAISON REPORT

Ms. Amy Falasz-Peterson gave the Village report.

7. LIBRARY DIRECTOR'S REPORT

A. 2019 Q2 Strategic Plan Update

Ms. Falasz-Peterson stated that our focus remains on the Collaborative Workspace Project and all of the work behind the scenes to take care of it. Library staff have been working on the Library of Things (LOT) collection. It is exciting to have added some new and interesting items to our library collection.

Ms. Falasz-Peterson discussed Summer Reading Kick-off was June 8, it was a fun time and we went through all of our towels. Ms. Falasz-Peterson gave a July 4 Parade Reminder. The Auto-renewals accounted for the large jump in our circulation numbers. Library staff updated the courtesy notice language to "Please read all sections below for item due dates. Some items may have been renewed." We hope that eliminates some of the confusion we heard about.

8. OLD BUSINESS

A. Collaborative Workspace Update

Ms. Falasz-Peterson discussed the Collaborative Workspace Update. Library staff named the new space. The name will be MakerSpace with the slogan "Create. Innovate. Collaborate." The Maker Committee continues to meet regularly to discuss updates pertaining to the new space. Library staff have asked the Friends of the Deerfield Public Library to consider purchasing a laser engraver for the space. Library staff are working to start marketing the soon to be new space.

9. NEW BUSINESS

A. Acceptance of Furniture Quote (ACTION)

MOTION: Mr. Goldberg made a motion to approve the Furniture Quote, seconded by Mr. Schrifman.

Vote: 5 Yes –Maureen Wener, Seth Schrifman, Mike Goldberg, Kyle Stone, and Howard Handler.  
The motion was approved.

Mr. Goldberg made a motion to move into Executive Session for the Semi-Annual Review of Historical Minutes both written and recorded, seconded by Mr. Schrifman at 7:13 p.m.

DPL Board of Trustees  
Regular Meeting Minutes  
June 19, 2019

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 7:24 p.m. moved into Open Session.

Mr. Goldberg made a motion to open the March 20, 2019 and April 17, 2019 Executive Session Minutes.  
Mr. Schriftman seconded.

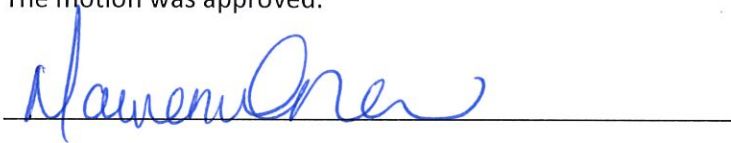
Vote: 5 Yes –Maureen Wener, Seth Schriftman, Mike Goldberg, Kyle Stone, and Howard Handler.  
The motion was approved.

11. OTHER

12. ADJOURNMENT

At 7:26 p.m., Mr. Goldberg made a motion to adjourn the meeting, seconded by Mr. Schriftman.

Vote: 5 Yes –Maureen Wener, Seth Schriftman, Mike Goldberg, Kyle Stone, and Howard Handler.  
The motion was approved.



Maureen Wener, Secretary