

**DEERFIELD PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
January 17, 2018**

1. ROLL CALL & CALL TO ORDER

President 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 – President, Ken Abosch– Secretary, Seth Schriftman – Treasurer, Mike Goldberg and Luisa Ellenbogen.

Mr. Bill Seiden, Village Liaison.

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

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

3. STAFF PRESENTATION: Pam Skittino, Head of Support Services

Ms. Pam Skittino gave a presentation on the Support Services Department. She explained how the department supports the library by repairing, ordering, processing, cleaning, cataloging and a host of other projects. Ms. Skittino also reported on the library staff's findings on changing ILS systems. The Library will not be undertaking that project.

Ms. Wener enthusiastically thanked Ms. Skittino for the presentation. Ms. Wener commented that this information was very interesting.

4. APPROVAL OF MINUTES

A. December 13, 2017 Regular Session Meeting

MOTION: Mr. Schriftman made a motion to approve the December 13, 2017 Regular Session Meeting minutes, seconded by Mr. Abosch.

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

B. December 19, 2017 Special Session Meeting

MOTION: Mr. Goldberg made a motion to approve the December 19, 2017 Special Session Meeting minutes, seconded by Mr. Abosch.

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

C. December 19, 2017 Closed Session Meeting

MOTION: Mr. Schriftman made a motion to approve the December 19, 2017 Closed Session Meeting minutes, seconded by Mr. Goldberg.

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

5. CONSENT AGENDA ADOPTION

A. Financials: Balance Sheet, Revenues & Expenses, Quarterly Investment Report
Mr. Schriftman presented the consent agenda.

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

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

6. TREASURER REPORT

A. 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	\$ 126.50
-Petty Cash Checks 613, Bank Financial	\$ 38.50
-AP Checks 2603-2688, 10 ACHs, WinTrust	<u>\$ 139,536.97</u>
The total amount presented for approval	\$ 139,701.97

MOTION: Ms. Schriftman made a motion to approve the December list of checks and payments, seconded by Ms. Wener.

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

7. VILLAGE LIAISON REPORT

Mr. Bill Seiden gave the Village Update.

8. LIBRARY DIRECTOR'S REPORT

Ms. Amy Falasz-Peterson reported that the next Friends Meeting is scheduled for Monday, January 22 at 7 p.m. Staff has begun work on the IPLAR, which is the annual statistical report sent to the Illinois State Library. Ms. Falasz-Peterson asked if there was any interest in attending upcoming Illinois Library Association events. The spring Browsing will have a new and updated look. Ms. Falasz-Peterson included the Top 10 lists in the packet for possible suggestions of things to read or watch based on 2017 circulation numbers. Adult Services Coordinator Dylan Zavagno was recognized in the grocery store because of his podcasting. The most current podcast features photographer Art Shay and it is very interesting. This sparked an interest in working on a series of programs to recognize the 60th anniversary of the Deerfield integration case to debut later this fall and into 2019. Last weekend marked the second pilot of the Extended Hours for High School finals. There will be a more formal report presented at the February meeting.

9. STRATEGIC PLAN UPDATE: REVIEW

Ms. Falasz-Peterson introduced Mr. Tom Owen, Head of IT, to discuss some of the questions that the Board had at the December meeting. Mr. Owen presented staff designed visuals to show the intent of any redesigned space. Mr. Owen stressed that it would be a community room for people to come in and collaborate. Mr. Abosch asked if the community needs this type of space. Mr. Owen explained how staff feels that the demand is there. IT staff have done six programs over the past year that were filled to

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capacity. Staff wants to make a space that is flexible and not built to house technology. Ms. Falasz-Peterson discussed this space would enhance our current space to give our community additional options.

Ms. Ellenbogen asked what items would be included, how does it get determined on what goes in there, and how can you determine the interest compared to other ideas? Ms. Falasz-Peterson stated that we would have staff evaluate and curate a collection for that space, just like we curate and evaluate our print collection. Ms. Falasz-Peterson also stated that we have the results from the 2016 survey and know that people are interested in a collaborative work space in which patrons could explore different technologies. Mr. Abosch discussed the research they did in the renovation project. Ms. Wener asked for the board's input to have staff reach out to an architect for a conceptual drawing. The board agreed that they'd be open to that.

10. OLD BUSINESS

Ms. Wener asked staff to formally recommend how to post the closed session minutes at the next meeting.

11. NEW BUSINESS

A. Audit Services Agreement (ACTION)

MOTION: Mr. Schriftman made a motion to approve the Audit Services Agreement, seconded by Mr. Goldberg.

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

B. Legal Representation

Ms. Wener asked staff to investigate other options for legal representation.

12. OTHER

There was no other business.

Ms. Wener thanked staff for a wonderful holiday party.

13. ADJOURNMENT

At 8:20 p.m., Mr. Schriftman moved to adjourn the meeting, seconded by Mr. Abosch.

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



Ken Abosch, Secretary