

**WARRENVILLE PUBLIC LIBRARY DISTRICT
MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
WEDNESDAY, AUGUST 21, 2019**

1. Call to order – Trustee Picha called the meeting to order at 7:00 p.m.

2. Roll Call

ATTENDING: Trustees Lezon, Picha, Ruzicka, Stull and Warren

ABSENT: Trustee DuRocher and Richardson

ALSO ATTENDING: Library Director Sandy Whitmer, Assistant to the Director Jackie Davis,
Public Services Manager Paul Dobersztyn and Youth Services Librarian Julie Jesernik

PUBLIC ATTENDING: Joe Olsen

3. Approval of the Agenda

Trustee Lezon removed #19 – Closed Session and #20 – Discussion Resulting from
the Closed Session

*MOTION: Trustee Stull moved to approve the agenda as amended. Trustee Lezon
seconded.*

Roll call vote:

Ayes – Trustees Lezon, Picha, Ruzicka, Stull and Warren

Absent – Trustees DuRocher and Richardson

Nays – none

Motion carried

4. Presentations – Staff Introductions

Director Whitmer introduced Julie Jesernik, Youth Services Librarian. Julie stated
she has been working in libraries for a couple years.

Director Whitmer introduced Paul Dobersztyn, Public Services Manager. Paul has
been working for over 10 years in school and public libraries.

The Board welcomed them both to the staff.

5. Public comments

Mr. Joe Olsen from Bartlett stated he is attending the meeting as an observer.
He is a recently elected trustee to the Bartlett Public Library District and has been
attending board meetings at different libraries for about 1-1/2 years.

6. Correspondence - none

7. Consent Agenda

Trustee Lezon read the consent agenda as follows:

- a. Approve Minutes of the July 17, 2019 Regular Board of Trustees Meeting
- b. Receive and file Financial Report for July
- c. Approve Annual Statement of Income & Disbursements for FY19

MOTION: Trustee Warren moved to approve the consent agenda as read. Trustee Ruzicka seconded.

Roll call vote:

Ayes – Trustees Lezon, Picha, Ruzicka, Stull and Warren

Absent – Trustees DuRocher and Richardson

Nays – none

Motion carried

8. Regular Agenda

- a. Approve payments for the period of July 18 – August 21, 2019

MOTION: Trustee Stull moved to pay invoices in the amount of \$82,305.78 for the period of July 18, 2019 – August 21, 2019 including electronic payments and checks #7184-7235. Trustee Warren seconded.

Roll call vote:

Ayes – Trustees Lezon, Picha, Ruzicka, Stull and Warren

Absent – Trustees DuRocher and Richardson

Nays – none

Motion carried

- b. Approve transfer of funds

MOTION: Trustee Ruzicka moved to transfer \$165,000.00 from Fifth Third Commercial Checking to Fifth Third Operating Account. Trustee Stull seconded.

Roll call vote:

Ayes – Trustees Lezon, Picha, Ruzicka, Stull and Warren

Absent – Trustees DuRocher and Richardson

Nays – none

Motion carried

9. Unfinished Business

- a. Approve Trustee Attendance at Illinois Library Association Annual Conference and Public Library Association Conference
 - Illinois Library Association Annual Conference

After discussion, it was the consensus of the Board, Trustees Ruzicka and Warren will attend the Trustee Day at Illinois Library Association Annual Conference on October 24, 2019.

MOTION: Trustee Lezon moved to authorize staff to register Trustees Ruzicka and Warren to attend the 2019 Illinois Library Association Annual Conference. Trustee Stull seconded.

Roll call vote:

Ayes – Trustees Lezon, Picha, Ruzicka, Stull and Warren

Absent – Trustees DuRocher and Richardson

Nays – none

Motion carried

- Public Library Association Conference

The Board discussed availability and interest in attending the PLA Conference in February 2020. The Board asked Director Whitmer to reach out to Trustee Richardson prior to next month's meeting to check her availability. If Trustee Richardson is unable to attend, Trustee Picha would be offered the opportunity followed by Trustee Lezon, then Trustees Stull and Warren. Availability to attend should be confirmed by September 11. Trustees Ruzicka and DuRocher have indicated they are unable to attend.

10. New Business

a. Review and Approve Illinois Public Library Annual Report for FY2019

Trustee Picha thanked Director Whitmer and the Management Team for their work on the report.

MOTION: Trustee Warren moved to approve the Annual Illinois Public Library Annual Report for FY2019. Trustee Lezon seconded.

Trustee Warren stated the report reflects the importance of streaming. Director Whitmer stated circulation and collection of physical materials such as DVDs and audiobooks are declining.

Director Whitmer stated eBooks and eMedia are increasing but are not replacing use of the physical collection.

Trustee Warren stated he feels the Library should continue to concentrate on programming to remain the "gathering place for the community". Director Whitmer stated the Library is holding more events and participating in community events such as Summer Daze and National Night Out.

Trustees Ruzicka and Warren reviewed the Secretary's Minutes for FY2019 and found everything to be in order.

Roll call vote:

Ayes – Trustees Lezon, Picha, Ruzicka, Stull and Warren

Absent – Trustees DuRocher and Richardson

Nays – none

Motion carried

11. Director's Report

- **Census 2020**

Director Whitmer stated the Library will be focusing on Census 2020 in the next year. Illinois has lost one representative in each decennial census since 1950 and is expected to lose at least one, possibly two, in the 2020 census.

For each person counted the state is expected to receive \$1,400 per year. These funds pay for roads, business infrastructure, education and social services. The Library's Per Capita Grant amount is based on the number of residents counted in the Census.

- Director Whitmer is continuing to work with Fifth Third Bank. The auditor has reviewed the Fifth Third collateral agreement and overall the agreement is appropriate, with a few minor changes. The changes were forwarded to Fifth Third Bank.
- Trustee Picha asked how many attended the mobile office hours for State Representative Amy Grant on July 16. Director Whitmer stated approximately 5.
- State Senator Laura Ellman is holding a Legislative Town Hall Meeting on September 11 at 6 p.m.
- The League of Women Voters from Wheaton will be holding a voter registration on September 24 for one hour in the evening.

12. Department Head Reports

Trustee Picha stated:

- Active resident cards are up considerably.
- Self checkout is up to 45%.
- Reading Matters was very well done and the programs being offered are excellent.

13. President's Report

Next meetings or events

- Trustee Picha thanked Trustees Ruzicka and Warren for reviewing the minutes for FY 19-20.

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- The Library will be closed September 1 and 2 for the Labor Day weekend.
- Art on the Prairie will be in September

14. Treasurer's Report

Trustee Stull stated the City notified Director Whitmer the Library's Developer Donations balance is \$11,298.72 as of June 30, 2019.

16. Secretary's Report

Trustee Lezon reported everything looks good.

17. Committee Reports - none

18. Trustee Comments - none

19. Items for information and/or discussion - none

20. Adjournment

MOTION: Trustee Lezon moved to adjourn the meeting at 7:36 p.m. Trustee Stull seconded.

Voice vote:

Ayes – all

Nays – none

Absent – Trustees DuRocher and Richardson

Motion carried

Respectfully submitted,



Sandy Lezon, Secretary
Board of Trustees
Warrenville Public Library District