

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF LIBRARY TRUSTEES OF THE
COOK MEMORIAL PUBLIC LIBRARY DISTRICT

July 18, 2018

Call to order: The regular meeting of the Cook Memorial Public Library District was held on Wednesday, July 18, 2018 at the Cook Park Library, 413 N. Milwaukee Ave., Libertyville, Illinois. The meeting was called to order by President Bonnie Quirke at 6:31 p.m. Trustees present at roll call in addition to Ms. Quirke were: Rob Schuler, Wendy Vieth, Phyllis Dobbs, Jim Larson, and Ann Oakley. Nate Johnson was absent.

Staff members present were Library Director David Archer, Business Manager Russ Cerqua, and Administrative Assistant Gabriella Pantle.

Public Comment: None.

Aspen Drive Library Facility Expansion Update: Mr. Archer provided copies of renderings including the new flexible space area. He then reported on the Village of Vernon Hills board meeting that he, Mr. Johnson and the architects attended the previous evening for the purpose of presenting the Aspen expansion plans. He noted that the board is very supportive of the project and they officially agreed to waive all permit fees which will save the Library upwards of \$50,000.

Mr. Johnson joined the meeting at 6:41 p.m.

Approval of the Minutes: Ms. Dobbs made a motion, seconded by Mr. Schuler to approve the regular meeting minutes of June 19, 2018. Roll call was as follows: Ayes; Mr. Schuler, Ms. Vieth, Ms. Dobbs, Mr. Johnson, Mr. Larson, Ms. Quirke, and Ms. Oakley. Nays; none. Motion carries.

Approval of the Bills: Mr. Schuler made a motion, seconded by Ms. Dobbs, to approve the Bills Paid Report from June 15, 2018 through July 12, 2018 in the amount of \$750,791.58. Roll call was as follows: Ayes; Mr. Schuler, Ms. Vieth, Ms. Dobbs, Mr. Johnson, Mr. Larson, Ms. Quirke, and Ms. Oakley. Nays; none. Motion carries.

Report of the Director: Mr. Archer reported that the library recently joined six other area public libraries to significantly expand access to the 3M cloudLibrary eBook and eAudiobook collections. Using the cloudLibrary app, patrons will now see titles owned by other libraries that can be downloaded immediately. Libraries belonging to this consortium include Vernon Area, Rockford, Oak Park, Gail Borden, Indian Trails and Arlington Heights. Patrons will now have access to far more titles than the 5,796 that the library currently owns in its cloudLibrary collection. He then provided an update to the Charters of Freedom Monument. At the April 10 Village of Libertyville Board meeting, trustees directed the Founders 55 organization to install a temporary model of the Charters of Freedom monuments proposed for the northwest corner of Cook Park, approximately 30 feet from the Cook Park Library building. The model is now on

display and the Village is encouraging resident input via a survey that can be found on their website. Lastly, he explained that Illinois Policy, an independent organization that promotes an efficient and transparent government, recommends a 10-point online transparency checklist for local governments and proceeded to show to what degree the library meets these recommendations.

Approve Report of the Director: Ms. Vieth made a motion, seconded by Ms. Oakley, to approve the Report of the Director. Roll call was as follows: Ayes; Mr. Schuler, Ms. Vieth, Ms. Dobbs, Mr. Johnson, Mr. Larson, Ms. Quirke, and Ms. Oakley. Nays; none. Motion carries.

Report of the President: Ms. Quirke encouraged trustees to complete the Charters of Freedom survey on the Village website and reminded trustees that the fundraising interviews would be taking place next week.

REPORTS OF COMMITTEES AND REPRESENTATIVES

Finance & Employee Practices: Ms. Quirke reported that a meeting is scheduled for September 4.

Policy Review: No report.

Building and Grounds: No report.

Development: No report.

Resources, Services and Long Range Planning: No report.

Village of Libertyville Parking Commission Representative: No report.

Friends' Representative: No report.

RAILS Representative: No report.

Historical Society Representative: Ms. Quirke reported that the Cook House is still open for the summer season and that last Sunday had 21 visitors!

Technology Committee: Mr. Johnson reported that a meeting is scheduled for July 31.

Adhoc Committee for Cooperative Opportunities: No report.

Other Business: The trustees unanimously agreed to the 2019 Library Closures provided by Administration.

Communications: None.

Public questions: None.

Closed Session as permitted by (5 ILCS 120/2-21): At 7:31 p.m. Mr. Johnson made a motion, seconded by Ms. Dobbs to go into closed session for the review of closed session minutes. Roll call was as follows: Ayes; Mr. Schuler, Ms. Vieth, Ms. Dobbs, Mr. Johnson, Mr. Larson, Ms. Quirke, and Ms. Oakley. Nays; none. Motion carries.

Regular meeting resumes: The regular meeting resumed at 7:34 p.m.

Closed Session as permitted by (5 ILCS 120/2c-1): At 7:35 p.m. Mr. Johnson made a motion, seconded by Ms. Dobbs to go into closed session to discuss the performance of a specific employee. Roll call was as follows: Ayes; Mr. Schuler, Ms. Vieth, Ms. Dobbs, Mr. Johnson, Mr. Larson, Ms. Quirke, and Ms. Oakley. Nays; none. Motion carries.

Regular meeting resumes: The regular meeting resumed at 8:05 p.m.

Mr. Schuler made a motion to approve the Finance Committee's unanimous recommendation to provide the Director with a 3.5% raise retroactive to July 1, 2018 for FY2019 based on a satisfactory performance evaluation. Not requiring a second, the raise is approved.

Adjournment: Ms. Vieth made a motion, seconded by Mr. Johnson to adjourn the meeting. Having no further business, the meeting was adjourned at 8:11 p.m. Roll call was as follows: Ayes; Mr. Schuler, Ms. Vieth, Ms. Dobbs, Mr. Johnson, Mr. Larson, Ms. Quirke, and Ms. Oakley. Nays; none. Motion carries.

Respectfully submitted,

James Larson, Secretary

Bonnie Quirke, President