

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

February 18, 2020

Call to order: The regular meeting of the Cook Memorial Public Library District was held on Tuesday, February 18, 2020 at the Cook Park Library, 413 N. Milwaukee Ave., Libertyville, Illinois. A quorum being present, the meeting was called to order by President Bonnie Quirke at 6:30 p.m. Trustees present at roll call in addition to Ms. Quirke were: Jim Larson, Phyllis Dobbs, Karen Singer, Jen Banek, and Ann Oakley. Wendy Vieth was absent.

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

Public Comment: None.

Approval of Minutes: Ms. Banek made a motion, seconded by Ms. Dobbs to approve the minutes of the regular meeting of January 21, 2020. Roll call was as follows: Ayes; Ms. Dobbs, Mr. Larson, Ms. Quirke, Ms. Oakley, Ms. Banek, and Ms. Singer. Nays; none. Ms. Vieth was absent. Motion carries.

Approval of the Bills: Ms. Dobbs made a motion, seconded by Ms. Quirke to approve the Bills Paid Report from January 18, 2020 through February 14, 2020 in the amount of \$719,307.90. Roll call was as follows: Ayes; Ms. Dobbs, Mr. Larson, Ms. Quirke, Ms. Oakley, Ms. Banek, and Ms. Singer. Nays; none. Ms. Vieth was absent. Motion carries. Mr. Cerqua then went over the Final Cost Recap of the Aspen Drive Library Expansion Project noting that the project came in under budget by \$364,339.

Report of the Director: From the Statistical Report Mr. Archer reported that the visitor count was up 5% across the board and up 8% at Aspen alone. Mr. Archer then provided a follow-up to the discussion on By-Laws that took place at the January meeting specifically regarding the definition of the word *indebtedness* and what legal counsel's opinion was. He also discussed some legislative updates, provided an updated list of Lake County libraries that are fine-free and shared how the library is promoting the 2020 Census. He then announced that a new event calendar went live in late January replacing a module the Library had been using for many years. The new calendar, made by Communico, has a fresh, modern look with a number of features that were not available in our previous calendar.

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

Report of the President: Ms. Quirke report on the Legislative Breakfast that she attended.

REPORTS OF COMMITTEES AND REPRESENTATIVES

Finance & Employee Practices: No report. A meeting is scheduled for February 20, 2020.

Policy Review: No report.

Building and Grounds: No report.

Development: No report.

Technology: No report.

Resources, Services and Long Range Planning: No report. A meeting is scheduled on March 4, 2020.

Adhoc Committee for Cooperative Opportunities: No report.

Village of Libertyville Parking Commission Representative: No report.

Friends' Representative: Mr. Archer provided some information regarding the upcoming book sale which is scheduled for April 17, 18 and 19.

RAILS Representative: No report.

Historical Society Representative: No report.

Other Business: None.

Communications: None.

Public questions: None.

Adjournment: Ms. Singer made a motion, seconded by Ms. Oakley to adjourn the meeting. Having no further business, the meeting was adjourned at 7:09 p.m. Roll call was as follows: Ayes; Ms. Dobbs, Mr. Larson, Ms. Quirke, Ms. Oakley, Ms. Banek, and Ms. Singer. Nays; none. Ms. Vieth was absent. Motion carries.

Respectfully submitted,

James Larson, Secretary

Bonnie Quirke, President