

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

January 28, 2014

**Call to order:** The regular meeting of the Cook Memorial Public Library District was held on Tuesday, January 28, 2014 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 6:31 p.m. Trustees present at roll call in addition to Ms. Quirke were: Tom Milowski, Joe Bean, Ann Oakley, Nate Johnson, and Wendy Vieth. Marti Gorun was absent. In Ms. Gorun's absence, Mr. Bean served as Secretary Pro-tem.

Staff members present were Library Director Stephen Kershner, Business Manager Russ Cerqua, Executive Assistant Gabriella Pantle, and Reference Librarian Nate Gass. Also present was Chris Kessler from Representative Carol Sente's office.

**Public comment:** None.

**Approval of the Minutes:** Ms. Vieth made a motion, seconded by Ms. Oakley to approve the minutes of the regular meeting of December 17. Roll call was as follows: Ayes; Mr. Milowski, Mr. Bean, Ms. Quirke, Ms. Oakley, Mr. Johnson, and Ms. Vieth. Nays; none. Ms. Gorun was absent. Motion carries.

Mr. Milowski made a motion, seconded by Ms. Vieth, to approve the minutes of the closed session meeting of December 17. Roll call was as follows: Ayes; Mr. Milowski, Mr. Bean, Ms. Quirke, Ms. Oakley, Mr. Johnson, and Ms. Vieth. Nays; none. Ms. Gorun was absent. Motion carries.

**Approval of the Bills:** Mr. Milowski made a motion, seconded by Ms. Oakley, to approve the Bills Paid Report from December 14, 2013 through January 23, 2014 in the amount of \$1,365,054.16. Roll call was as follows: Ayes; Mr. Milowski, Mr. Bean, Ms. Quirke, Ms. Oakley, Mr. Johnson, and Ms. Vieth. Nays; none. Ms. Gorun was absent. Motion carries.

**Report of the Director:** Nate Gass gave the board a demonstration of the new library website. Stephen then went over the statistical report, announced that Wheaton Public Library was joining Link-In and that the Vernon Area Library has changed their loan policies. He briefly went over the Personnel Report, discussed the search for the HR Generalist position and announced the upcoming staff institute day to which he invited all the trustees.

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

**Report of the President:** Ms. Quirke announced that she would be changing the March board meeting from March 18 to March 25 because the 18<sup>th</sup> is Election Day. The board will be receiving a report on bookmobile service and she requested that the Outreach Manager attend to be available for any questions the board may have.

## **REPORTS OF COMMITTEES AND REPRESENTATIVES**

**Finance and Employee Practices:** Tom announced that the committee would be having a meeting on Feb. 11 to discuss the NIU study and mid-year financials.

**Policy Review:** No report.

**Building and Grounds:** Wendy reported that the committee should set up a meeting sometime in February.

**Development Committee:** No report.

**Resources, Services and Long Range Planning:** No report.

**Libertyville Parking Commission Representative:** No report.

**Friends Representative:** No report.

**RAILS Representative:** No report.

**Historical Society Representative:** No report.

**OTHER BUSINESS:** Mr. Milowski made a motion, seconded by Mr. Bean, to approve the list provided by the Village of Libertyville in accordance with the 2011 Intergovernmental Agreement of regular special events during the 2014 calendar year for which the closure of Church Street and the exit from Cook Library will be required. Roll call was as follows: Ayes; Mr. Milowski, Mr. Bean, Ms. Quirke, Ms. Oakley, Mr. Johnson, and Ms. Vieth. Nays; none. Ms. Gorun was absent. Motion carries.

**Communications:** None

**Public questions:** None.

**Adjourn to Closed Session:** At 7:31 p.m., Mr. Milowski made a motion, seconded by Mr. Bean to adjourn to closed session as permitted by (5 ILCS 120/2c-1) to discuss the performance of a specific employee. Roll call was as follows: Ayes; Mr. Milowski, Mr. Bean, Ms. Quirke, Ms. Oakley, Mr. Johnson, and Ms. Vieth. Nays; none. Ms. Gorun was absent. Motion carries.

**Regular Meeting Resumes:** The regular meeting resumed at 9:01 p.m.

**Adjournment:** Mr. Bean made a motion, seconded by Ms. Vieth, to adjourn the meeting. Having no further business, the meeting was adjourned at 9:02 p.m. Roll call was as follows: Ayes; Mr. Milowski, Mr. Bean, Ms. Quirke, Ms. Oakley, Mr. Johnson, and Ms. Vieth. Nays; none. Ms. Gorun was absent. Motion carries.

Respectfully submitted,

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Joe Bean, Secretary Pro-tem

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Bonnie Quirke, President