

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

April 21, 2014

Call to order: The regular meeting of the Cook Memorial Public Library District was held on Tuesday, April 21, 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 6:30 p.m. Trustees present at roll call in addition to Ms. Quirke were: Tom Milowski, Joe Bean, Marti Gorun, Ann Oakley, Nate Johnson, and Wendy Vieth.

Staff members present were Library Director Stephen Kershner, Business Manager Russ Cerqua, HR Generalist Marla Littlefield, and Executive Assistant Gabriella Pantle. Also present were Dr. Gerald Gabris and Sara Komenda of Northern Illinois University.

Public comment: None.

Approval of the Minutes: Mr. Bean made a motion, seconded by Ms. Oakley to approve the minutes of the regular meeting of March 25, 2014. Roll call was as follows: Ayes; Mr. Bean, Ms. Gorun, Ms. Quirke, Ms. Oakley, and Mr. Johnson. Nays; none. Mr. Milowski and Ms. Vieth abstained. Motion carries.

Approval of the Bills: Mr. Milowski made a motion, seconded by Mr. Bean, to approve the Bills Paid Report from March 22, 2014 through April 17, 2014 in the amount of \$544,173.61. Roll call was as follows: Ayes; Mr. Milowski, Mr. Bean, Ms. Gorun, Ms. Quirke, Ms. Oakley, Mr. Johnson, and Ms. Vieth. Nays; none. Motion carries.

Presentation of NIU's Compensation Study and Analysis: Dr. Gabris presented the salary study to the entire board and explained what the goals of the study update were. This was followed by a Q & A session.

Report of the Director: Mr. Kershner announced the upcoming launch of the new HOOPLA service which should be rolling out very soon.

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

Report of the President: No report.

REPORTS OF COMMITTEES AND REPRESENTATIVES

Finance and Employee Practices: Mr. Milowski reported that the Finance Committee reviewed the Technology Estimates for TIF Funds recommended by staff. After reviewing the list of items, the committee is recommending to approve the purchase of technology items as presented by staff for an amount not to exceed \$10,030.98. Not requiring a second, the recommendation is approved by the Board.

Policy Review: No report.

Building and Grounds: Ms. Vieth reported on the Aspen Drive parking expansion and the meeting she and Mr. Kershner attended along with representatives from the Village of Vernon Hills, the Vernon Hills Park District and Hawthorn District Schools. Things are very slowly moving forward with these discussions. Another meeting is scheduled for early May.

Development Committee: No report.

Resources, Services and Long Range Planning: Mr. Johnson reported that we are on track for many of the short range goals that were identified at the Board Retreat in September, 2013 and the Staff Institute Day in February, 2014 and that work groups within the library are being formed to work through these goals. He also reported that the committee discussed expansion of the Aspen Drive Library and also technological features that our libraries are lacking in comparison to other libraries and how we need to come up to speed.

Libertyville Parking Commission Representative: No report.

Friends Representative: No report.

RAILS Representative: No report.

Historical Society Representative: No report.

OTHER BUSINESS: None.

Communications: None.

Public questions: None.

Adjournment: Mr. Bean made a motion, seconded by Ms. Vieth, to adjourn the meeting. Having no further business, the meeting was adjourned at 8:14 p.m. Roll call was as follows: Ayes; Mr. Milowski, Mr. Bean, Ms. Gorun, Ms. Quirke, Ms. Oakley, Mr. Johnson, and Ms. Vieth. Nays; none. Motion carries.

Respectfully submitted,

Marti Gorun, Secretary

Bonnie Quirke, President