

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

November 18, 2014

Call to order: The regular meeting of the Cook Memorial Public Library District was held on Tuesday, November 18, 2014 at the Aspen Drive Library, 701 Aspen Drive, Vernon Hills, Illinois. The meeting was called to order by Vice President Wendy Vieth in President Bonnie Quirke's absence at 6:33 p.m. Trustees present at roll call in addition to Ms. Vieth were: Ann Oakley, Nate Johnson, Tom Milowski, and Tommy Koo. Ms. Quirke was absent.

Staff members present were Library Director Stephen Kershner and Executive Assistant Gabriella Pantle.

Public comment: None.

Approval of the Minutes: Mr. Milowski made a motion, seconded by Mr. Johnson to collectively approve the minutes of the Budget & Appropriation Hearing of August, 19, 2014, the minutes of the regular meeting of October 20, 2014, the minutes of the 1st closed session of October 20, 2014, and the minutes of the 2nd closed session of October 20, 2014. Roll call was as follows: Ayes; Mr. Milowski, Mr. Koo, Ms. Oakley, Mr. Johnson and Ms. Vieth. Nays; none. Ms. Quirke was absent. Motion carries.

Approval of the Bills: Mr. Milowski made a motion, seconded by Ms. Vieth, to approve the Bills Paid Report from October 17, 2014 through November 14, 2014 in the amount of \$592,479.98. Roll call was as follows: Ayes; Mr. Milowski, Mr. Koo, Ms. Oakley, Mr. Johnson and Ms. Vieth. Nays; none. Ms. Quirke was absent. Motion carries.

Report of the Director: Mr. Kershner announced that the laptop carts have finally arrived. Now all the computer classes can be held in the meeting rooms which will allow for more people to attend. He also reported that strategic planning is underway and that a newly formed staff committee has already met.

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

Report of the President: With Ms. Quirke's absence, there was no report. Ms. Vieth noted that discussion of the vacated trustee position will be tabled until the next meeting.

REPORTS OF COMMITTEES AND REPRESENTATIVES

Finance and Employee Practices: No report.

Policy Review: No report. A meeting has been scheduled for December 9, 2014 at 6:30 p.m. at Cook Park Library.

Building and Grounds: Ms. Vieth recommended that approval of the Hezner proposal be deferred until administration can meet with the Village of Vernon Hills' Committee of the Whole on December 2. The Aspen Drive Library Parking Expansion is one item on their agenda to discuss.

Development Committee: No report.

Resources, Services and Long Range Planning: Mr. Johnson reported that the Strategic Plan is progressing with marketing consultant Donna Fletcher working with the Board and staff. The Committee is scheduled to meet on December 8 to receive initial recommendations from the staff planning committees. Mr. Kershner reported that at a November 13 meeting with Ms. Fletcher and the staff committee appointed by him was very productive with the committee developing potential service initiatives. Committee members were then divided into groups to identify potential goals and activities. The committee will convene again on December 4.

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.

Motion to adjourn to closed session: At 6:58 p.m., Mr. Milowski made a motion, seconded by Mr. Koo 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. Koo, Ms. Oakley, Mr. Johnson, and Ms. Vieth. Nays; none. Ms. Quirke was absent. Motion carries.

Regular Meeting Resumes: The regular meeting resumed at 7:39 p.m.

Adjournment: Mr. Milowski made a motion, seconded by Ms. Vieth, to adjourn the meeting. Having no further business, the meeting was adjourned at 7:40 p.m. Roll call was as follows: Ayes; Mr. Milowski, Mr. Koo, Ms. Oakley, Mr. Johnson, and Ms. Vieth. Nays; none. Ms. Quirke was absent. Motion carries.

Respectfully submitted,

Tommy Koo, Secretary

Bonnie Quirke, President