

Princeton Public Library
 Regular Meeting of the Board of Trustees
 May 17, 2017 – Princeton Room

1. President Paul Ernst convened the meeting at 7:04 p.m. Roll call attendance:

	Present
Jennifer Alter	
Mike Bettasso	
Tony Bonucci	X
Jan English	
Paul Ernst	X
Steve Esme	X
Drew Russell	X
Carolyn Schafer	
Lani Swinford	X

2. Agenda Adoption. No changes.

3. Public Participation.

4. Minutes of the April 19, 2017 regular meeting. No corrections needed, minutes accepted.

5. Treasurer’s Report for April 2017

No questions or comments

6. **MOTION 17-006** Drew moved to approve payment of bills for April 30 and May 15 for a grand total of \$19,521.16. Steve seconded the motion, roll call vote:

	Yes	No	Abstain
Jennifer Alter			
Mike Bettasso			
Tony Bonucci	X		
Jan English			
Steve Esme	X		
Drew Russell	X		
Carolyn Schafer			
Lani Swinford	X		
Paul Ernst	X		

Paul noted we paid out about \$1,000 less than last year for the same period.

7. President’s Report

Paul noted the fountain is operational in the front landscape. The carpet in the meeting room has been cleaned with a donation by Jan English. Bill Williams has not been here to check on outdoor lighting issues. Bill will repair the leak above the restrooms, and the drywall issue in the men's restroom behind the door. We have a new Human to Human poster at the library entrance.

8. Standing Committee Reports

Building & Grounds. Paul noted, at the end of the fiscal year, Buildings & Grounds is over budget. It can be difficult to plan for unforeseen needs.

Personnel. Carolyn met with Julie this week and went over the board evaluations. Also, the 2.5% city pay increase has been applied for all employees.

Café Committee. The 2016-17 fiscal year totals reflect the cost per month at \$1,500. Café workers have done a great job and cut the monthly expense by half. The 2017-18 goal is \$1,250 cost per month. Discussion ensued. Tony suggested promoting the new earlier café hours to area teachers. The hospital was suggested as well.

9. Director's Report. Julie reviewed her report with the following additions:

- Distributed the big expenses/income report
- Beta Testing Sierra – we are participating in testing an application with a calendar that allows patrons to use their Encore account to view the programs being offered at the library. This app also allows patrons to register for a program through their online account. The beta testers are Peru, Oglesby, LaSalle and Princeton.
- DVD transfer service began May 1. So far we have had 3 customers resulting in \$200 received. Our expenses to start up were \$285. Brian is doing a great job of overseeing this service.
- As of today, we've collected 596 pounds of plastic. Our goal was \$500 by September. It is possible we can partner with an area grade school for future collections.
- Distributed a flyer for a trustee workshop on June 3 at Green Hills Public Library in Palos Hills.
- At the recent RAILS auction, we spent \$688.50 for 8 computers. These computers will replace the public adult computers. The current public adult computers will be moved into youth services. We have to pick up the computers at Burr Ridge.

Paul commended Julie on paying attention to the auction items. We've managed to update the computers at a big savings, extending the time before we have to invest in new equipment.

10. Staff and Administration Reports

Board members reviewed reports. Discussion ensued.

11. Unfinished Business

Policy for Guidelines for Partnership and Request Form. Discussion ensued. Paul noted one correction on the final page. **MOTION 17-007** Drew moved to adopt the Policy for Guidelines for Partnership and Request Form as presented. Tony seconded the motion, motion carried.

12. New Business

None.

13. Items for Next Agenda

Paul will be gone next month and hopefully Carolyn will fill in for him.

14. Announcements

Paul noted Summer Reading Program t-shirts are available to order. Please see Paul if you are interested.

Julie pointed out the high number of printed pages in April on the computer report. Discussion ensued.

Steve mentioned perhaps an increase is due for laminating charges as they seem low. Discussion ensued.

MOTION 17-008 Lani moved to adjourn the regular meeting. Steve seconded the motion, motion carried. The meeting was adjourned at 7:42 p.m.

Respectfully submitted,

Marcie Jagers, Recording Secretary

_____ Minutes approved as read.

_____ Minutes approved as amended.

Paul Ernst, President