

Princeton Public Library
 Regular Meeting of the Board of Trustees
 April 17, 2019 – Matson Meeting Room

1. President Carolyn Schafer convened the meeting at 7:03 p.m. Roll call attendance:

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

Also in attendance: Library Director Julie Wayland, Recording Secretary Marcie Jagers
 City Commissioner Jerry Neumann

2. Agenda Adoption. No changes.

3. Public Participation.

4. Minutes of the March 20, 2019 regular meeting. No corrections needed, minutes accepted.

5. Treasurer’s Report for March 2019.

Jen noted that in April she moved the Kirkpatrick Endowment Fund into a 3.3%, 37-month CD. Discussion ensued. We are 91% through the fiscal year and our spending is right on that percentage.

Carolyn asked Jen to create an entry for the \$250 Friends of the library café sponsorship donation.

6. **MOTION 19-011** Steve moved to approve payment of bills for March 31st in the amount of \$13,458.68 and for April 15th in the amount of \$7,723.26, for a grand total of \$21,181.94. Discussion: the bill from Kettman’s was for the backflow test. Drew seconded the motion, roll call vote:

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

7. President's Report.

Carolyn gave Julie some information on a service that will seek out grants for a fee. Julie will follow up on this to learn more.

Julie shared a notice from the City of Princeton stating, effective June 1, garbage and recycling collection for the library will cease. To continue the pickup the library would need to pay for an annual permit for \$600 per year. Discussion ensued. Julie will clarify with Rachel Skaggs.

8. Standing Committee Reports

- Building and Grounds. Jan reported that RK Dixon is proposing they will take back the loaner copier and bring back our old one. Jan is going to call RK Dixon.
- Roger Gustafson Memorial Garden. Jan met with Josh and Jane to determine responsibilities. She is waiting to hear back on some final numbers from Josh. Discussion ensued.
- The new flooring is installed in the library computer use area.
- Bill Williams will be getting to the outside lights next week.
- The signage for the children's area has been ordered from Princeton Graphics and Signs.
- Julie noted Billy Williams will be mowing our grass this year.
- Kmetz Architects sent the detailed information on all the equipment. Supplies are being procured. June 1st is the target finish date for the HVAC install.

Carolyn noted she had an extended conversation with Linda Gustafson regarding Roger's memorial gardens. Linda would like to step back at this point and let the professionals finish the project.

Personnel. The committee met to discuss staffing at the Café.

Policy. They met today and approved the removal of some restrictions to the computer use policy. Discussion ensued.

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

- Julie is excited for the new opportunities available through recent changes to the Prairie Cart tiers of membership. This will be based on a formula considering the size of collection and population.
- Julie will travel to Arizona in May for a Prairie Cat conference.
- The in-service training day for our staff is May 3. A speaker was secured through a grant. We have opened this up to other area libraries. The library will close at 2:00 p.m. that day. Discussion ensued.
- We need a couple benches for the new garden area. We will collect plastic again to earn a Trex bench. Discussion ensued.
- Steve asked when the boy scouts come to collect flags as the box is very full. Julie will check into this.

- 10. Staff and Administration Reports
Rock painting was very well attended.
- 11. Unfinished Business

12. New Business. Jerry left the meeting at this time.
Per ILCS 120/2:(c)(1), Board President Schafer called an executive session to discuss library issues relating to personnel. **MOTION 19-012** Drew moved to adjourn the regular meeting to executive session. Steve E. seconded the motion, roll call vote:

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

Following the Executive Session:

MOTION 19-014 Drew moved to increase staff pay by 2.5% effective May 1, 2019. Jan seconded the motion, roll call vote:

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

13. Items for Next Agenda

Let Julie know if you need something added.

14. Announcements

Carolyn extended thanks to everyone and especially Building & Grounds for the extra time and effort they are putting into a number of issues.

Julie announced Jeff Klett is leaving his position as of June 1st.

MOTION 19-015 Lani moved to adjourn the regular meeting. Steve E. seconded the motion, motion carried. The meeting was adjourned at 7:44 p.m.

Respectfully submitted,

Marcie Jagers, Recording Secretary

_____ Minutes approved as read.

_____ Minutes approved as amended.

_____ Carolyn Schafer, President