

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

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

	<b>Present</b>
Jennifer Alter	X
Mike Bettasso	
Tony Bonucci	X
Jan English	X
Paul Ernst	
Steve Keutzer	X
Drew Russell	X
Carolyn Schafer	X
Lani Swinford	X

Also in attendance: Library Director Julie Wayland, Recording Secretary Marcie Jagers

2. Agenda Adoption.

3. Public Participation.

4. Minutes of the June 26, 2019 regular meeting. No corrections needed; minutes accepted. Carolyn noted the need to review executive session minutes. Julie will prepare this and get a meeting set up.

5. Treasurer’s Report for June 2019.

Jen reviewed the report. Discussion ensued. Jan asked why the programming line item is already at 90% of budget. Marcie will run a report for review. Discussion ensued.

6. **MOTION 19-021** Drew moved to approve payment of bills for June 30<sup>th</sup> in the amount of \$9,614.22 and for July 15<sup>th</sup> in the amount of \$6,562.20, for a grand total of \$16,176.42. Jan seconded the motion, roll call vote:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Jennifer Alter	X		
Mike Bettasso			
Tony Bonucci	X		

Jan English	X		
Paul Ernst			
Steve Keutzer	X		
Drew Russell	X		
Carolyn Schafer	X		
Lani Swinford	X		

## 7. President's Report.

Reminder to board members of the Per Capita Grant requirement to review Chapter 11 through Appendices of Trustee Facts File. Please review before the next meeting. A copy is in the packet and Julie sent a link to read it online.

Carolyn recently met with Jill VanAcker to touch base with Friends of the Library (FoL). Carolyn addressed the issue that we budgeted for a \$10,000 contribution and only received \$6,500. Jill reiterated their position to provide funds only for specific needs. FoL did make some changes to their by-laws including: replacing a library board trustee with a library staff member as an ex-officio member, removing the requirement to have an annual meeting. They hope to continue with an annual membership tea like they hosted this year.

Jill said they will provide Julie with a financial statement that wasn't available at their May meeting. Pat Reinhardt will be providing the board with a current FoL membership list. Lani will be attending their quarterly board meetings as a liaison to the library board. Carolyn will also be attending their September board meeting. Discussion ensued. Julie will create a form to use to request funds for specific needs. The board is thankful for all the FoL does to support the library in addition to their financial donations.

Current FoL board members:

Jill VanAcker, President  
Susan Morris, Treasurer  
Carol Bird, Historian  
Beth Bickerman, Secretary  
Karen Towns, Publicity

## 8. Standing Committee Reports

Building & Grounds:

- Jan noted the HVAC system still needs some thermostat tweaking. We are waiting for a follow up visit.
- Work should begin next Thursday or Friday on the Roger Gustafson Memorial Garden.
- We are looking for another option for patron computer chairs that come both with arms and without arms.
- A salesman from SBM will be here tomorrow at 3:00 to discuss copier options and the chairs.

- Grass out front has been sprayed by Taylors for weeds and it is improving.
- Julie needs to follow-up with the window cleaning guy.
- The utility bill was \$759 less than last year at this time.
- The painting touchup is complete in the youth services area

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

- Maggie left her job at the café, we are seeking a replacement
- Homestead Festival, Saturday September 7<sup>th</sup>. Discussion ensued. It was agreed that the library will close that day.

10. Staff and Administration Reports

We continue to see an increase in patrons. Attendance reviewed. Julie will check on the numbers signed up for summer reading this year.

11. Unfinished Business

Carolyn asked for input on levels of giving for the new donation recognition wall. Discussion ensued. Possibly consider: \$25,000-\$100,000; \$100,000-\$200,000; \$200,000 and up.

Carolyn will be meeting with Mark Austin to discuss this project.

12. New Business.

There will be no August board meeting.

13. Items for Next Agenda

Let Julie know if you have an item for the agenda.

14. Announcements

15. Executive Session

Per ILCS 120/2:(c)(1), Board President Schafer called an executive session to discuss library issues relating to personnel. **MOTION 19-022** Drew moved to adjourn the regular meeting to executive session. Tony seconded the motion, roll call vote:

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

Lani Swinford	X		
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Julie and Marcie left the meeting at this time.

**MOTION 19-024** Drew moved to adjourn the regular meeting. Jen seconded the motion, motion carried. The meeting was adjourned at 8:06 p.m.

Respectfully submitted,

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Marcie Jagers, Recording Secretary

\_\_\_\_\_ Minutes approved as read.

\_\_\_\_\_ Minutes approved as amended.

\_\_\_\_\_ Carolyn Schafer, President