

WILMETTE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES MEETING MINUTES
Tuesday, May 21, 2019 at 7:30 pm in the staff lounge

PRESENT: Trustees Barshis, Fishman, McDonald, Riddle, Rodgers, Wolf

ABSENT:

VISITORS: Liz Seager – League of Women Voters, Fouad Egbaria – Wilmette Beacon reporter

Trustee Johnson participated by conference phone and could hear and be heard by all.

- I. Call to Order. President pro-tem McDonald called the meeting to order at 7:30 pm.
- II. Secretary's Certification of Membership of the WPL Board of Trustees. Secretary Barshis announced the members of the WPL Board of Trustees. The member list was included in attachment 1 of agenda binders.
- III. Administer Oath of Office to trustees elected in April 2019. Trustees Barshis, McDonald, Fishman, and Riddle took the oath of office. The oath was administered by Cynthia McMillan, notary public. Trustees taking the oath and Ms. McMillan signed the Oath of Office – Library Trustee form and the notary public seal was affixed to all signed forms.
- IV. Roll Call. Secretary Barshis called the roll. Trustees Barshis, Fishman, Johnson, McDonald, Riddle, Rodgers, and Wolf were present.
- V. Report of Nominating Committee. Two members of the committee, trustees O'Laughlin and Barshis met on Friday, May 10, 2019 at 9:00 am to discuss the WPL Board of Trustees slate of officers for fiscal years 2019 – 2021. At the May 21, 2019 WPL Board meeting, trustee Barshis presented the slate of officers recommended by the Nominating Committee: for the office of President – trustee Lisa McDonald, for the office of Vice-President – trustee Stuart Wolf, for the office of Treasurer – trustee Ronald Rodgers, for the office of Secretary – trustee Jan Barshis.
- VI. Elect Board Officers to Serve May 2019 to May 2021. President pro-tem McDonald asked for nominations from the floor. There were no nominations from the floor. Trustee Rodgers moved approval of the the slate of officers recommended by the Nominating Committee. Trustee Wolf seconded the motion.
Aye – Barshis, Fishman, Johnson, McDonald, Riddle, Rodgers, Wolf
Nay – None
Abstain – None
Absent or not voting – None
MOTION CARRIED
- VII. Public Comment. Trustee McDonald welcomed the new trustees. There were no comments from visitors at the meeting.
- VIII. Presentation. None.
- IX. April Monthly Board Meeting Minutes. Trustee Rodgers moved approval of the minutes of the April 16, 2019 WPL Board meeting as presented in attachment 3 of agenda binders. Trustee Fishman seconded the motion.
MOTION CARRIED BY VOICE VOTE
- X. Treasurer's Report.
 - A. Notes on Financial Reports for April. Treasurer Rodgers summarized the April financial reports. The two largest sources of General Fund revenue were from Real Estate Taxes and Replacement Taxes. Total General Fund April expenditures were 79.42% of budget; the ten-month expenditure rate was 83.33%. The largest General Fund check was written to Wellness Insurance Network.

B. Check Detail / Bills and Salaries for April. Trustee Rodgers moved approval of the April check detail / bills and salaries. Trustee Wolf seconded the motion.

Aye – Barshis, Fishman, Johnson, McDonald, Riddle, Rodgers, Wolf

Nay – None

Abstain – None

Absent or not voting – None

MOTION CARRIED

Director Auston answered trustee Johnson's questions regarding building maintenance contractors, CCS expenditures, and the Library's Building & Equipment Special Reserve Fund.

XI. Action Items.

A. Resolution 2018/19-199 – Resolution Honoring Trustee Kathleen O'Laughlin. A copy of the resolution was included in agenda binders as attachment 6. Trustee Rodgers moved approval of Resolution 2018/19-199. Trustee Wolf seconded the motion. Trustee Rodgers read the resolution.

Aye – Barshis, Fishman, Johnson, McDonald, Riddle, Rodgers, Wolf

Nay – None

Abstain – None

Absent or not voting – None. *A copy of the resolution is attached.*

MOTION CARRIED BY VOICE VOTE

B. Resolution 2018/19-200 – Resolution Honoring Trustee Virginia George. A copy of the resolution was included in agenda binders as attachment 7. Trustee Wolf moved approval of Resolution 2018/19-200. Trustee Fishman seconded the motion. Trustee Wolf read the resolution.

Aye – Barshis, Fishman, Johnson, McDonald, Riddle, Rodgers, Wolf

Nay – None

Abstain – None

Absent or not voting – None. *A copy of the resolution is attached.*

MOTION CARRIED

C. Ordinance 2018/19-192, Ordinance Setting Schedule for Regular Meetings of the Board of Library Trustees of the Wilmette Public Library District, Cook County, Illinois and Providing for Repository of Certified Copies of Ordinances. A copy of the ordinance was included in agenda binders as attachment 8. Trustee Rodgers moved approval of Ordinance 2018/19-192. Trustee Barshis seconded the motion.

Aye – Barshis, Fishman, Johnson, McDonald, Riddle, Rodgers, Wolf

Nay – None

Abstain – None

Absent or not voting – None. *The signed ordinance is attached.*

MOTION CARRIED

D. Annual Decision to Participate in the Public Library Non-Resident Services Program. Copies of section 3050.20 of the Administrative Code, section 30-55.60 of the Illinois Compiled Statutes, and the Services to Patrons section of the WPLD Policy Manual were included in agenda binders as attachment 9. Trustee Rodgers summarized this annual decision. Trustee Wolf moved approval of Library participation in the Public Library Non-Resident Services Program. Trustee Rodgers seconded the motion.

Aye – Barshis, Fishman, Johnson, McDonald, Riddle, Rodgers, Wolf

Nay – None

Abstain – None

Absent or not voting – None.

MOTION CARRIED

E. Kenilworth Service Agreement Renewal. The current agreement between Wilmette, Winnetka-Northfield, and Kenilworth Public Library Districts expires June 30, 2019. The proposed service agreement is effective July 1, 2019 to June 30, 2023. Attachment 10 of agenda binders included the current and proposed service agreements. Director Auston stated that the initial agreement between the three libraries was signed in 1984 and that both the Winnetka-Northfield and the Kenilworth Boards had signed the proposed service agreement. Director Auston and trustee Rodgers answered trustee's questions regarding the service agreement. Trustee Rodgers moved approval of the Kenilworth Service Agreement for July 1, 2019 to June 30, 2023. Trustee Fishman seconded the motion.

Aye – Barshis, Fishman, Johnson, McDonald, Riddle, Rodgers, Wolf

Nay – None

Abstain – None

Absent or not voting – None.

MOTION CARRIED

F. Patron Suspension. Trustee McDonald and Director Auston reviewed WPL's patron behavior policy and the violation of this policy over an extended period of time by the patron under discussion. The Director has the authority to suspend a patron to the next WPL Board meeting. At that time, the WPL Board may extend the suspension for up to one year. Director Auston stated that the patron will be able to address the Board at the June 18, 2019 Board meeting. After discussion, Trustee Rodgers moved that the patron under discussion be suspended from WPL for a period of one year, with an acceptable return date of May 22, 2020. Trustee McDonald seconded the motion.

Aye – Barshis, Fishman, Johnson, McDonald, Riddle, Rodgers, Wolf

Nay – None

Abstain – None

Absent or not voting – None.

MOTION CARRIED

XII. Director's Report. An update on the outdoor renovation project, community engagement reports, monthly statistics, and other information were included in attachment 11 of agenda binders. Director Auston reviewed the report. He stated that over 500 patrons attended One Book Everybody Reads (OBER) events and thanked the Friends of WPL for their continued generous funding of these events. He noted that this report included updates on Strategic Plan objectives. Director Auston and Trustee Rodgers answered Trustee Riddle's questions about the WPL parking lot. Director Auston reviewed data collection procedures used to determine attendance at Library programs and events. Library drop boxes at Plaza del Lago and the Wilmette Recreation Center will include the new WPL logo and wrap design. Drop boxes in the WPL parking lot will also include the new logo following completion of the outdoor renovation project.

XIII. Committee Reports.


A. ILA Representative. ILA newsletters received after the last WPL Board meeting have been emailed to all trustees. Trustee Barshis summarized the newsletters and other articles of interest. Trustee Johnson summarized some state legislative activities related to property taxes.

XIV. Information Items.

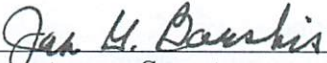
A. The President of the WPL Board will announce committees and Trustee committee assignments at the June 2019 meeting.

B. The Library will be closed Sunday May 26 and Monday May 27 for Memorial Day.

- C. On Sunday, May 5, 2019 Rosellen Brown discussed her novel *The Lake on Fire* at the Wilmette Junior High School. *The Lake on Fire* was the One Book, Everybody Reads (OBER) selection for 2019. The Library offered a full roster of related programs. All OBER programming was funded and sponsored by the Friends of WPL.
- D. The ALA Annual Conference is June 20 – 25, 2019 in Washington, D.C. Registration is open. Visit <http://www.alaannual.org/> for more information.
- E. Summer Sunday hours begin on June 16. WPL will be open 1:00 pm to 5:00 pm on Sundays until Sunday, August 25.
- F. Communication. Comments from suggestion boxes were distributed at the meeting.
- XV. New Business / Old Business. The process to evaluate the performance of the Library Director was discussed. The evaluation will occur in closed session after the June Board meeting.
- XVI. Adjournment. Trustee Wolf moved adjournment of the meeting. Trustee Barshis seconded the motion.
Aye – Barshis, Fishman, Johnson, McDonald, Riddle, Rodgers, Wolf
Nay – None
Abstain – None
Absent or Not Voting – None
MOTION CARRIED. The meeting adjourned at 9:18 pm.



President or President pro-tem
Board of Library Trustees of the
Wilmette Public Library District, Cook County, IL



Secretary or Secretary pro-tem
Board of Library Trustees of the
Wilmette Public Library District, Cook County, IL

THE BOARD OF LIBRARY TRUSTEES OF THE
WILMETTE PUBLIC LIBRARY DISTRICT,
COOK COUNTY, ILLINOIS

RESOLUTION NO. 2018/19-199

RESOLUTION HONORING Kathleen M. O'Laughlin

WHEREAS, Kathleen O'Laughlin was elected to the Wilmette Public Library Board of Trustees in April 1999 and has ably served for twenty years;

AND WHEREAS, Kathleen's leadership capabilities have been obvious during her service as Board President, Board Vice-President, Board Secretary, and Board Treasurer;

AND WHEREAS, Kathleen's interest in the Library has been evidenced in numerous areas, including her active participation on various Board committees, such as the Finance, the Facilities and Equipment, and the Fundraising committees as well as serving as an *ex-officio* member of all Board committees during her tenure as Board President;

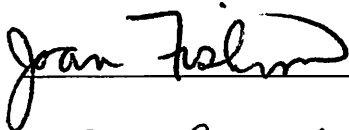
AND WHEREAS, Kathleen has invariably offered clear and astute suggestions for defining and resolving many issues that have been presented before the Board;

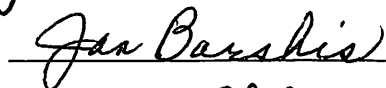
AND WHEREAS, Kathleen's wit and good humor have been regularly evidenced and appreciated by her fellow Board members;

AND WHEREAS, the Board deeply appreciates Kathleen's dedicated efforts and loyal service as a Board member and as a passionate and effective voice supporting the essential role of the public library in a democratic society;

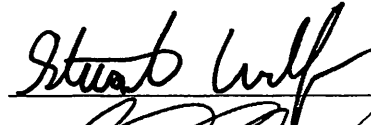
IT IS THEREFORE RESOLVED, that for the reasons enumerated and for many additional qualities too numerous to recount, Kathleen will be exceedingly missed;

AND FURTHER RESOLVED, that the President of the Board is authorized to present Resolution No. 2018/19-199 to Kathleen M. O'Laughlin.

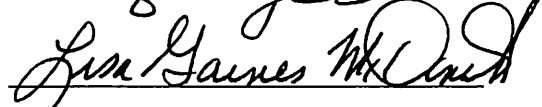














THE BOARD OF LIBRARY TRUSTEES OF THE
WILMETTE PUBLIC LIBRARY DISTRICT,
COOK COUNTY, ILLINOIS

RESOLUTION NO. 2018/19-200

RESOLUTION HONORING Virginia T. George

WHEREAS, Virginia "Ginny" George was elected to the Wilmette Public Library Board of Trustees in 2011;

AND WHEREAS, Ginny served as Board Vice-President from 2013 – 2015;

AND WHEREAS, Ginny's interest in the Library has been evidenced by her participation on various Board committees such as the Facilities and Equipment Committee and the Communication Committee;

AND WHEREAS, Ginny has regularly offered thoughtful suggestions regarding a variety of topics that have been addressed by the Board;

AND WHEREAS, Ginny's positive demeanor has been known and appreciated by her fellow Board members:

AND WHEREAS, the Board deeply appreciates Ginny's loyal service as a Board member and as an effective voice supporting the role of the library in the community;

IT IS THEREFORE RESOLVED, that for the reasons enumerated and for other qualities too numerous to recount, Ginny will be greatly missed;

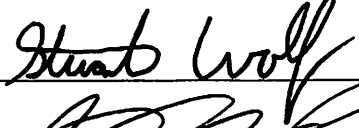
AND FURTHER RESOLVED, that the President of the Board is authorized to present Resolution No. 2018/19-200 to Virginia T. George.















THE BOARD OF LIBRARY TRUSTEES
OF THE WILMETTE PUBLIC LIBRARY DISTRICT
COOK COUNTY, ILLINOIS

ORDINANCE NO. 2018/19-192

ORDINANCE SETTING SCHEDULE OF REGULAR MEETINGS OF THE BOARD OF LIBRARY TRUSTEES
OF THE WILMETTE PUBLIC LIBRARY DISTRICT, COOK COUNTY, ILLINOIS AND PROVIDING FOR
REPOSITORY OF CERTIFIED COPIES OF ORDINANCES

WHEREAS, the Illinois Public Library District Act, ILCS Chap. 75, Sec. 15/1-1 *et seq.*, and the Illinois Open Meetings Statute, Chap. 5, Sec. 120/1, *et seq.*, require this Board to establish a schedule of regular meetings at the beginning of the fiscal year, stating the regular dates, times, and places of such meetings; and

WHEREAS, the Illinois Public Library District Act, ILCS Chap. 75, Sec. 15/1-7, provides that the Secretary of this Board shall maintain at a public place specified by ordinance certified copies of all ordinances, and it is therefore necessary to establish a public place for maintenance of said certified copies;

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF LIBRARY TRUSTEES OF THE WILMETTE PUBLIC LIBRARY DISTRICT, COOK COUNTY, ILLINOIS, that:

Section 1. Unless otherwise changed by this Board pursuant to said statutes, all regular meetings of this Board shall be held at the Wilmette Public Library, 1242 Wilmette Avenue, Wilmette, Illinois, 60091, at the time of 7:30 p.m.

Section 2. The following is a schedule of the dates of regular meetings for the 2019-20 fiscal year:

July 16, 2019	January 21, 2020
August 20, 2019	February 18, 2020
September 17, 2019	March 17, 2020
October 15, 2019	April 21, 2020
November 19, 2019	May 19, 2020
December 17, 2019	June 16, 2020

Section 3. Any changes in this regular meeting date on a temporary or permanent basis shall be according to the aforesaid statutes, and with notices as set forth in said statutes.

Public notice of this schedule shall be given by posting a copy of the notice at the principal office of the Wilmette Public Library District, and copies of said notice shall be supplied to the *Wilmette Life*. This schedule shall be available at the Library for public inspection throughout the fiscal year.

Section 4. The following public place shall be the repository at which the Secretary of this Board shall maintain certified copies of all ordinances passed by this Board and make such available for public inspection:

Wilmette Public Library
1242 Wilmette Avenue
Wilmette, Illinois 60091

Section 5. This ordinance shall be in full force and effect from and after its passage and approval, according to law; and any resolutions or ordinances in conflict herewith are hereby repealed; and should any part of this ordinance be adjudged invalid or unconstitutional, such adjudication shall affect only that part of this act specifically covered thereby and shall not affect any other provisions or parts of this act.

Passed by the Board of Library Trustees of the Wilmette Public Library District, Cook County, Illinois
on the 21st day of May, 2019 by a vote of:

AYES: Barshis, Fishman, Johnson, McDermald, Riddle, Rodgers, Wolf

NAYS: none

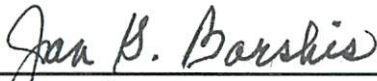
ABSENT OR NOT VOTING: none

APPROVED:



President or President pro-tem
The Board of Library Trustees of the Wilmette Public Library District
Cook County, Illinois

ATTEST:



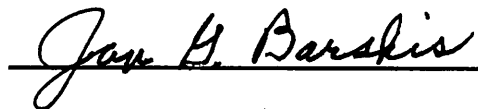
Secretary or Secretary pro-tem
The Board of Library Trustees of the Wilmette Public Library District
Cook County, Illinois

THE BOARD OF LIBRARY TRUSTEES OF
THE WILMETTE PUBLIC LIBRARY DISTRICT
COOK COUNTY, ILLINOIS
NOTICE OF REGULAR MEETINGS

THE PUBLIC IS HEREBY NOTIFIED that pursuant to the Illinois Public Library District Act, ILCS, Chap. 75, Sec. 15/1-1 et seq., and the Illinois Open Meetings Act, Chap. 5, Sec. 120/1 et seq., the following are the time and place of the regular meetings of The Board of Library Trustees of the Wilmette Public Library District, Cook County, Illinois at 7:30 P.M. at the Wilmette Public Library, 1242 Wilmette Avenue, Wilmette, Illinois 60091.

July 16, 2019	January 21, 2020
August 20, 2019	February 18, 2020
September 17, 2019	March 17, 2020
October 15, 2019	April 21, 2020
November 19, 2019	May 19, 2020
December 17, 2019	June 16, 2020

Dated this 21st day of May, 2019



Secretary or Secretary pro-tem
The Board of Library Trustees of the Wilmette Public Library District
Cook County, Illinois