

Poplar Creek Public Library District
1405 Park Blvd.
Streamwood, IL 60107

Board of Trustees Regular Meeting Minutes of May 16, 2013; Main Library, Board Meeting Room

Meeting was called to order at 7:30pm by President Spooner in the Board Meeting Room in the library.

Attendance Roll Call:

Trustee Carl – Present
Trustee Harry – Present
Trustee Hulke – Present
Trustee McCreary –Present
Trustee Prosser-Absent
Trustee Schroeder –Absent
Trustee Spooner –Present

All those answering “present” were physically present at the meeting.

Additional Attending: Pat Hogan, Administrative Librarian; Betty Cress, Asst. Administrative Librarian; Sue Haisan, Business Manager; Deb Muscarello, Admin. Asst.; Government documents, Paulette Harding,;Technology, Brian Ormond.

Pledge of Allegiance

Questions and Comments from audience – no comments

Correspondence-Board Email Replies

VITA Services sent thank you for support from library for tax season.
Public Service Recognition Week Thank you from Ariel Christopher.

Staff Sharing Ideas to Improve the Library-no comments

Approval of Minutes

Trustee Carl moved to approve the minutes of April 18, 2013 Regular Board Meeting. Trustee McCreary seconded.

Roll Call Vote to approve minutes:

Trustee Carl – Aye
Trustee Harry – Abstain
Trustee Hulke –Aye
Trustee McCreary – Abstain
Trustee Prosser- Absent
Trustee Schroeder – Absent
Trustee Spooner – Aye

Motion Approved as passed

Trustee Hulke moved to accept the minutes of April 25, 2013 special meeting. Trustee Harry seconded.

Roll Call Vote to approve minutes:

Trustee Carl –Aye
Trustee Harry – Aye
Trustee Hulke –Aye
Trustee McCreary – Aye
Trustee Prosser-Absent
Trustee Schroeder – Absent
Trustee Spooner – Aye
Motion Approved as passed

Administrative Librarian’s Report – report attached

Discussion of e-cigarettes by board, no change in policy, it will be allowed, no vote needed. NEH grant was submitted.

- Building and Grounds-Samara Khalid, report attached
- Government Documents Report- Paulette Harding, hit on highlights utilization
- Branch Quarterly Report- written report from Victoria Hallack attached
- Technology Quarterly- Brian Ormond –new computers at branch, band-width from AT&T needs to be increased-our gamers are maxing it out; new digital phone system at Branch connected to Main over the internet. Video wall- keep housing, remove 4 screens, replace with a single flat panel screen.
- Business Manager- Sue Haisan, report attached. IMRF report update, on rebound now at 85% funded. Plans for upcoming budget meeting will be on June 12th, Wednesday at 7:30pm at the Main.

Treasurers Report

Treasurer Carl moved to approve Cash Disbursements for the Period from 4/13/2013 to 05/10/2013 in the amount of \$410,212.82. Trustee McCreary seconded the motion.

Roll Call Vote:

Trustee Carl – Aye
Trustee Harry – Aye
Trustee Hulke – Aye
Trustee McCreary – Aye
Trustee Prosser -Absent
Trustee Schroeder – Absent
Trustee Spooner – Aye
Motion passed

Corporate Report – no report

General Counsel –no report

Officer Reports: President, Secretary, Treasurer- no report

Board Retreat- Discussion ensued; the need of a facilitator and agenda was discussed. Trustee Carl moved that this item be tabled. Trustee Harry seconded the motion. A voice vote that was unanimous passed the motion.

Adopt Unique Collection Agency for a 90 day Trial Period – Trustee Hulke made the motion to use Unique Collection Agency for a 90-day trial period. Trustee Harry seconded the motion. Discussion: Sue explained they modified the contract.

Roll Call Vote:

Trustee Carl – Aye

Trustee Harry – Aye

Trustee Hulke – Aye

Trustee McCreary – Aye

Trustee Prosser - Absent

Trustee Schroeder – Absent

Trustee Spooner – Aye

Motion passed

New Business

Trustee Carl moved to approve Complete Cleaning Company for the Main library this coming season not to exceed \$4,907.00. Trustee McCreary seconded the motion.

Roll Call Vote:

Trustee Carl – Aye

Trustee Harry – Aye

Trustee Hulke – Aye

Trustee McCreary – Aye

Trustee Prosser - Absent

Trustee Schroeder – Absent

Trustee Spooner – Aye

Motion passed

Trustee Harry moved to sponsor the Streamwood Stride (Scholarship) with a donation of \$100.00. Trustee Carl seconded the motion.

Roll Call Vote:

Trustee Carl – Nay

Trustee Harry – Aye

Trustee Hulke – Nay

Trustee McCreary – Nay

Trustee Prosser - Absent

Trustee Schroeder – Absent

Trustee Spooner – Nay

Motion was defeated.

Set a date for Secretary Audit - Trustee Carl and Trustee Hulke volunteered to do the audit on July 10th at 1:00pm.

Trustee Carl moved to pass Continuing Annual Budget Ordinance Authorizing Expenditures Until the Annual Budget and Appropriation Ordinance is adopted. Trustee Harry seconded the motion.

Roll Call Vote:

Trustee Carl – Aye

Trustee Harry – Aye

Trustee Hulke – Aye

Trustee McCreary – Aye

Trustee Prosser - Absent

Trustee Schroeder – Absent

Trustee Spooner – Aye

Motion passed

Comments/Topics for June Board Meeting of June 20, 2013.

Trustee Carl moved to adjourn the meeting to the June 20, 2013 Board meeting. Trustee seconded the motion. A voice vote was unanimous for approval.

Adjourned at 8:45 pm

Respectfully Submitted by:

Candace McCreary
Secretary