

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

Board of Trustees Regular Meeting Minutes of July 18, 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-Present  
Trustee Schroeder –Present  
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.; Janice Beckman, Adult Services; Cassidy Fontana, Technical Services; Michael Grande, MLIS Intern; Samara Khalid, Maintenance Services.

**Pledge of Allegiance**

**Questions and Comments from audience – no comments**

**Correspondence-Board Email Replies**

Administrative Librarian shared email from board member concerning a patron’s complaint; information on a webinar from the Gilder Lehrman Institute of American History; and a thank you note from Hanover Park police Department.

**Staff Sharing Ideas to Improve the Library-no comments**

**Approval of Minutes**

Trustee Carl moved to approve the minutes of June 19, 2013 Special Board Meeting. Trustee Harry seconded.

Roll Call Vote to approve minutes:

Trustee Carl – Aye  
Trustee Harry – Aye  
Trustee Hulke –Aye  
Trustee McCreary – Aye  
Trustee Prosser- Aye

Trustee Schroeder – Aye  
Trustee Spooner – Aye  
Motion Approved as passed

Trustee Hulke moved to accept the minutes of June 20, 2013 regular meeting. Trustee Carl seconded.

Roll Call Vote to approve minutes:

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

Trustee Carl moved to accept the minutes of June 27, 2013 special meeting. Trustee Hulke seconded.

Roll Call Vote to approve minutes:

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

**Administrative Librarian’s Report** – report attached

- Building and Grounds-Samara Khalid, report attached
- Adult Services/Ref/Youth- Janice Beckman, written report from attached
- Technical Services-Cassidy Fontana, written report attached.
- Business Manager- Sue Haisan, report attached.

**Treasurers Report**

Treasurer Carl moved to approve Cash Disbursements for the Period from June 14, 2013 thru July 11, 2013 in the amount of \$591,588.81. Trustee McCreary seconded the motion.

Roll Call Vote:

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

**Corporate Report – no report**

**General Counsel –no report**

**Officer Reports: President, Secretary, Treasurer-** report from President on Hanover Park Village meeting on Aug 1, and Congresswoman Duckworth’s request to use a room; Secretary’s Audit by Trustee Carl found everything in order.

**Parade Float-** Trustee Hulke moved to approve increase amount of \$152.00 for the Parade Committee. Trustee Carl seconded the motion.

Roll Call Vote:  
Trustee Carl – Aye  
Trustee Harry – Aye  
Trustee Hulke – Aye  
Trustee McCreary – Aye  
Trustee Prosser -Aye  
Trustee Schroeder – Aye  
Trustee Spooner – Aye  
Motion passed

**New Business:**

Trustees selected SWOT (strengths-weaknesses-opportunities-threats) earlier in Administrative Librarians Report

Trustee McCreary moved to approve proposal from Geary Technology for Phone System at the Main and Branch not to exceed \$19,850.00. Trustee Harry seconded the motion.

Roll Call Vote:  
Trustee Carl – Aye  
Trustee Harry – Aye  
Trustee Hulke – Aye  
Trustee McCreary – Aye  
Trustee Prosser - Aye  
Trustee Schroeder – Aye  
Trustee Spooner – Aye  
Motion was passed.

Trustee McCreary moved to approve proposal from Geary Technology for the Security System at the Branch not to Exceed \$8,520.00. Trustee Carl seconded the motion.

Roll Call Vote:  
Trustee Carl – Aye  
Trustee Harry – Aye  
Trustee Hulke – Aye  
Trustee McCreary – Aye  
Trustee Prosser - Aye  
Trustee Schroeder – Aye

Trustee Spooner – Aye  
Motion passed

Trustee Hulke moved to approve select Heating and Air Conditioning Service at the figure not to exceed \$6,120.00.00. Trustee Carl seconded the motion.

Roll Call Vote:  
Trustee Carl – Aye  
Trustee Harry – Aye  
Trustee Hulke – Aye  
Trustee McCreary – Aye  
Trustee Prosser - Aye  
Trustee Schroeder – Aye  
Trustee Spooner – Aye  
Motion passed

Trustee McCreary moved to post the library and notify patrons that they cannot bring concealed weapons into the PCPL. Trustee Harry seconded the motion.

Roll Call Vote:  
Trustee Carl – Aye  
Trustee Harry – Aye  
Trustee Hulke – Abstain  
Trustee McCreary – Aye  
Trustee Prosser - Aye  
Trustee Schroeder – Abstain  
Trustee Spooner – Aye  
Motion passed

### **Comments/Topics for August Board Meeting**

Trustee Carl moved to adjourn the meeting to the August 15, 2013 Board meeting. Trustee McCreary seconded the motion. A voice vote was unanimous for approval.

Adjourned at 8:30pm  
Respectfully Submitted by:

Candace McCreary  
Secretary