

**Berwyn Public Library Board Meeting Minutes
August 15, 2016 Regular Meeting
Berwyn Public Library, Board Room**

Call to Order:

Vice-President Jerry Pohlen called the meeting to order at 7:00pm. Board Members present: Jerry Pohlen, Augie Kalal, Cindy Hayes, Richard Mondragon, Jill Bambenek, Erika Corona-Owens, Alderman Nona Chapman and Library Director, Keshia Garnett

Agenda:

On a motion by Kalal, and seconded by Mondragon, the board approved the agenda.

Minutes:

On a motion by Mondragon, and seconded by Korbelt board approved the minutes.

Open Forum:

Sandy Van Goethem, Berwyn resident shared her thoughts regarding the Library Director developing a communication system with line staff. Sandy is concerned that staff doesn't speak up about library concerns because there isn't a forum in which to voice their concerns. Mary Peranteau from the Friends of the Library asked for a follow up regarding open positions.

Alderman comments: Alderman Chapman was present during the meeting and commented on the approval of request budgeting requests from the library.

Directors Report:

The Director reported that the Lunch Bus program during the summer was a great success. Over 550 lunches were served to the community. Keshia shared that there could be a potential partnership opportunity between the Library and Blaze Pizza as they are looking to promote child development within the community. More details to follow at the next meeting. Keshia presented the board with a training that she would like to participate in called Dynamic Planning Institute. The two day work-shop will focus on organizing, designing and implementing a dynamic strategic plan for a library. Keshia has applied for the work-shop that takes place in October. She will share more details at the next board meeting.

Finance Committee: On a motion by Mondragon seconded by Bambenek and the board by unanimous roll call vote, approved the June 2016 payables in the amount of \$65,770.49 On a motion by Mondragon seconded by Bambenek and the board by unanimous roll call vote, approved the July 2016 payables in the amount of \$68,150.98
The Veverka Fund balance as of the end of June was: \$359,026.78 and as of July it was \$359,071.58.

Building and Grounds Committee: The manufacturer of the Book Drop Box in the second parking lot will be sending the missing "lip" for the door. It appears that the door was not initially installed properly. The construction in the building is due to be completed by August 19th. The construction company requires payment for work completed in the amount of \$62,718. On a motion by Mondragon and seconded by Bambenek, the board unanimously approved the payment of \$62,718.

Policy/Personnel Committee: On a motion by Mondragon, and seconded by Korbelt board approved tuition re-imbusement policy as presented.

Veverka Committee: Did not meet

Technology Committee: Did not meet

Strategic Planning: Did not meet

Unfinished Business: Board members Corona-Owens and Hayes will work with Keisha over the next few weeks to coordinate the library's completed construction and Keisha's one year anniversary.

New Business: None

Closed Session: On a motion by Pohlen, the Board chair moved to go into closed session at 7:35pm. Closed session notes will be in separate notes.

Upcoming Committee meetings: None noted

Adjournment: On a motion by Corona Owens and seconded by Hayes the meeting was adjourned at 8:30pm