

FREEPORT PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
January 8, 2014 – 6 p.m.

A meeting of the Freeport Public Library Board of Trustees was held in the Library's Boardroom on January 8, 2014. Board President Scott Haugh presided and called the meeting to order at 6:08 p.m.

Members Present: Jill Collin Teresa Hines
 Barb Green Jim Bielien
 Scott Haugh Luke Beggin
 Larry Pittsley

Members Absent: Judy Barney

Also present was Library Director Carole Dickerson and Library Supervisors Lois Rees, Pat Vorwald and Anna Doyle.

Connie Hoffman acted as Recording Secretary.

APPROVAL OF MINUTES

Jill Collin moved and Jim Bielien seconded to approve the minutes of the November 13, 2013 Board of Trustees meeting. The motion carried.

FINANCIAL REPORT

Luke Beggin and Teresa Hines seconded to accept the accompanying Financial Reports. Motion carried.

DIRECTOR'S REPORT

Director Dickerson summarized her Year End Review report that Mayor Jim Gitz had requested from all City Department Heads.

Director Dickerson told the board about the Tenth Anniversary Celebration that was held on Friday, December 20 where 50 people were in attendance in spite of the bad weather. She told the board that, at the event, she announced a \$5,000 donation to the library foundation in honor of Marjorie Roads, and that this donation will reinstate the Books for Babies program at the library.

Director Dickerson also told about the upcoming American History Series and it too will have a Tenth Anniversary theme.

STAFF REPORTS

Youth Services Supervisor Anna Doyle told the board of the Santa Claus appearances in which approximately 300 children visited. The Salvation Army book drive was successful with 304 books donated. Anna told the board of the events she attended this month as reviewed in her monthly report.

Circulation Supervisor Lois Rees told the board she has been busy with staff performance reviews. They have been very useful because of the open communication it has brought about with the employees.

Adult Services Supervisor Pat Vorwald stated that the month of December was Christmas central between FDDF and FHN sponsored events. In January she will begin planning for One Book, One Freeport 2015.

JANITORIAL BIDS DISCUSSION AND ACTION

The board reviewed and discussed the four bids received for janitorial cleaning for two years to clean the library five days a week. Luke Beggin moved and Barb Green seconded to accept Crystal Image Cleaning, Inc.'s proposal, a roll call vote was taken and the motion passed.

EXECUTIVE SESSION FOR THE PURPOSES OF THE DISCUSSION OF MINUTES OF MEETINGS LAWFULLY CLOSED UNDER THE ILLINOIS OPEN MEETINGS ACT, WHETHER FOR PURPOSES OF APPROVAL BY THE BODY OF THE MINUTES OR SEMI-ANNUAL REVIEW OF THE MINUTES AS MANDATED BY SECTION 2.06 OF THE ILLINOIS OPEN MEETINGS ACT, AS AUTHORIZED BY SECTION 2(c)(21) OF THE ILLINOIS OPEN MEETINGS ACT, CODIFIED AT 5 ILCS 120/2(c)(21).

Luke Beggin and Teresa Hines seconded a motion to go into executive session. The motion carried with a roll call vote.

The open meeting resumed at 7:15 p.m.

Luke Beggin moved and Barb Green seconded that Director Dickerson receive a 2% raise, retroactive to May 1, 2013. The motion passed unanimously.

COMMITTEE REPORTS

Administrative Committee: Did not meet
Finance Committee: Did not meet
Building Committee: Did not meet

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COMMUNICATIONS / BOARD COMMENTS

Luke Beggin asked Director Dickerson to consider requests for proposal for Security Alarm System. He further requested Director Dickerson provide an explanation of how the HVAC operates.

Luke Beggin moved to adjourn at 7:21 p.m., and Larry Pittsley seconded the motion.

Connie Hoffman, Recording Secretary