

**FREEPORT PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
May 9, 2018 – 6:00 p.m.**

**I. CALL TO ORDER**

A meeting of the Freeport Public Library Board of Trustees was held in the Library's Boardroom on May 9, 2018. In the absence of both President Jim Ferrar and Vice-President Scott Haugh, Board Member Rebecca Quiggle presided and called the meeting to order at 6:03 p.m.

Members Present:     Jim Bienlien                     Nita White  
                               Larry Pittsley                     Rebecca Quiggle  
                               Gwen Crow                         Sue Bukas

Members Absent:     Scott Haugh, Jim Ferrar, Jennie DeVine

Also present were Executive Director Emily Klonicki, Circulation and Outreach Coordinator Geoff Graham, Youth Services Supervisor Anna Doyle, and Interim Head of Adult and Technical Services.

Connie Hoffman acted as Recording Secretary.

**II. INTRODUCTION OF NEW TRUSTEES**

Introductions to new board members Gwen Crow and Sue Bukas were made to the board members and staff.

**III. CHANGES/CORRECTIONS TO THE AGENDA**

**IV. QUESTIONS/COMMENTS - PUBLIC/MEDIA**

**V. APPROVAL OF MINUTES**

Larry Pittsley moved and Jim Bienlien seconded to approve the regular minutes of the April 11, 2018 Board of Trustees meeting. Motion carried.

**VI. FINANCIAL REPORT**

Executive Director Klonicki explained why the balance sheet looked different and which accounts were consolidated. Larry Pittsley moved and Jim Bienlien seconded to accept the accompanying Financial Reports for April 2018. Motion carried.

**VII. DIRECTOR'S REPORT**

Executive Director Emily Klonicki went over her goals for the upcoming year, and asked board members for their feedback. She touched on the other items listed in her report.

## **VIII. MANAGEMENT REPORTS**

Youth Services Supervisor Anna Doyle told the board of the Reading with Lincoln event held on Friday, April 20, and informed them that Summer Reading will begin on June 9.

Circulation and Outreach Coordinator Geoff Graham explained to the board of the Find More Illinois program, and our participation in this lending and borrowing pilot program.

Interim Head of Adult Service and Technical Services Heaether Venetucci-Johnson updated the board on the Living History programs for the rest of the year and the other programs that she has scheduled for the summer months.

## **IX. COMMITTEE REPORTS**

- A. **Administrative Committee:** New board members Gwen Crow and Sue Bukas will service on the Administrative committee. The committee will meet on Wednesday, May 23 at 5:00 p.m. and will do a 90-day evaluation on the new director.
- B. **Finance Committee:** no report
- C. **Building and Grounds Committee:** Larry Pittsley will make arrangements to do a building walk through to list any repairs or improvements that need to be made.

## **X. UNFINISHED BUSINESS**

### **A. Policy Review**

- a. **Meeting Room Policy Second Draft, First Reading:** Executive Director Klonicki noted the changes in the revised draft. Larry Pittsley moved to accept the revised version of the Meeting Room Policy and was seconded by Jim Bielen. Motion carried.

## **XI. NEW BUSINESS**

- A. **Approval of New Classification:** Executive Director Klonicki explained a new classification for a Youth Services position. The position will be non-bargaining, either part time or full time, and will have supervisory duties in the absence of a manager. It is a paraprofessional level position that will be performing professional duties as opposed to clerical/circulation. Gwen Crow made the motion to accept the new classification as written and Larry Pittsley seconded the motion. Motion carried.
- B. **Policy Review**
  - a. **Search Warrant Policy – First Reading:** Executive Director Klonicki reviewed the policy with board members.
- C. **Consolidation of Accounts:** Executive Director Klonicki made a recommendation that the board consolidate accounts by closing account 13-00-117.1 IL Fund 2520 Savings Bond Fund totally \$5,611.88 and move to 13-00-117.3 State Bank 7707.

Larry Pittsley made the motion and was seconded by Jim Bienlien. A roll call vote was taken. Ferrar-AB, Haugh-AB, Bienlien-Y, White-Y, Crow-Y, Bukas-Y, Quiggle-Y, Pittsley-Y, DeVine-AB. Motion carried.

**XII. EXECUTIVE SESSION**

**XIII. ACTION IN RESPECT TO EXECUTIVE SESSION**

**XIV. DISCUSSION**

Executive Director Klonicki reminded the board of the RAILS Trustee Workshop to be held at the library on Saturday, May 19. She encouraged any board members who still wanted to attend to let her know and she would get them registered.

**XV. ADJOURNMENT**

Larry Pittsley moved to adjourn and Nita White seconded. Motion carried.

Meeting was adjourned at 6:37 p.m.

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Submitted by Connie Hoffman