

**FREEPORT PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
August 15, 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 August 15, 2018. President Jim Ferrar presided and called the meeting to order at 6:00 p.m.

Members Present: Jim Bienlien Nan McMurray
 Rebecca Quiggle Jim Ferrar
 Gwen Crow Sue Bukas

Members Absent: Jennie DeVine, Nita White, Larry Pittsley

Also present were Executive Director Emily Klonicki and Youth Services Amanda Meyers.

Connie Hoffman acted as Recording Secretary.

II. CHANGES/CORRECTIONS TO THE AGENDA

III. QUESTIONS/COMMENTS - PUBLIC/MEDIA

Five members of the public gave or read comments concerning the "In God We Trust" motto and the potential of the exploration of a plaque inside the library. Director Emily Klonicki read two letters that she had received in the mail.

Members of the public who gave or read statements were:

Jennifer Kanosky Sharon Koch
Cheryl Hartman Gail Sanders
Linda Truckenmiller-Krum

IV. APPROVAL OF MINUTES

The approval of the July 11, 2018 Board of Trustees Meeting Minutes were tabled until the September 12 meeting to reflect the changes to the minutes.

V. FINANCIAL REPORT

Rebecca Quiggle moved and Gwen Crow seconded to accept the accompanying Financial Reports for July 2018. Motion carried.

VI. DIRECTOR'S REPORT

Executive Director Emily Klonicki went through several of the items in her written report including an initiative with the Stephenson County Health Department and the All Our Kids Network promoting early literacy with parents of young children. A grant will provide the funds for providing all babies born in the county with a couple of books, and the initiative will also include the library hosting

monthly parent cafes, quarterly workshops, and an annual baby expo. The grant will be completed by the end of the month. She also told the board of the following:

- The library is partnering with Prairie State Legal program to provide legal assistance twice a month here at the library.
- A recent donation of \$315.
- Personnel changes: Retirement of Karen Duncan, new clerk hire of Alexandra Pfohl, and Youth Services Supervisor Amanda Meyers, continued search for an Adult Services Supervisor
- Youth Services remodel project to begin planning in September
- Air conditioning on the second floor repair
- New website to launch at the end of October
- Thank you to Pat Vorwald and Georgie Johnson for planting flowers in the outside large cement planter boxes
- ILA Conference Trustee Day
- Energy Assessment done
- Summer Reading conclusion
- FOIA request

VII. MANAGEMENT REPORTS

VIII. COMMITTEE REPORTS

- A. **Administrative Committee:** no report
- B. **Finance Committee:** no report
- C. **Building and Grounds Committee:** no report

IX. UNFINISHED BUSINESS

- A. **Election of Board Officers – Financial Secretary:** Jim Bienlien made the motion and Rebecca Quiggle seconded to have Nan McMurray serve as the Financial Secretary for the library board. Motion carried.

XI. NEW BUSINESS

- A. **By-laws Revisions Approval:** Board President Jim Ferrar read through a change to be made to the By-laws Article I, #11, adding the line, “Commenters must sign in with their name before the meeting commences to speak and all comments will be held to a 3-minute time limit. Commenters may ask questions to the board; however, the board is not required to respond to any questions asked.” Rebecca Quiggle made the motion and was seconded by Gwen Crow to accept the change to the by-laws. Motion carried.
- B. **October Board Meeting:**
Gwen Crow made the motion and Jim Ferrar seconded to change the October meeting from October 10 to Tuesday, October 16 due to the conflict of the ILA conference. Motion carried.

XI. EXECUTIVE SESSION

- A. 5ILCS 20/2 (c) 1 – The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.**

XII. ACTION IN RESPECT TO EXECUTIVE SESSION

Jim Ferrar made the motion and Sue Bukas seconded to give a 2% pay raise to non-bargaining employees Connie Hoffman and Geoff Graham retroactive to May 1, 2018. Motion carried.

XIII. DISCUSSION

XIV. ADJOURNMENT

Rebecca Quiggle moved to adjourn and Nan McMurray seconded. Motion carried.

Meeting was adjourned at 8:24 p.m.

Submitted by Connie Hoffman