

**FREEPORT PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
October 10, 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 October 10, 2018. President Jim Ferrar presided and called the meeting to order at 6:00 p.m.

Members Present:	Larry Pittsley	Nan McMurray	Nita White
	Rebecca Quiggle	Jim Ferrar	Jennie DeVine
	Gwen Crow	Sue Bukas	

Members Absent: Jim Bienlien

Also present were Youth Services Amanda Meyers, Interim Director Pat Vorwald, and Troy Lessman of State Bank.

Connie Hoffman acted as Recording Secretary.

II. CHANGES/CORRECTIONS TO THE AGENDA

Rebecca Quiggle made the motion and Gwen Crow seconded to allow the agenda to be changed to allow Troy Lessman to give the board updates on the Clock bequest investments.

III. QUESTIONS/COMMENTS - PUBLIC/MEDIA

IV. APPROVAL OF MINUTES

- A. Regular Meeting: Rebecca Quiggle moved and Jennie DeVine seconded to approve the regular minutes of the September 17, 2018. Motion carried.
- B. Selection Committee Special Meeting: Nita White moved and Jennie DeVine seconded to approve the Selection Committee minutes of September 17, 2018. Motion carried.
- C. Building and Grounds Committee: Nan McMurray moved and Rebecca Quiggle seconded to approve the minutes of the September 17, 2018 Building and Grounds Committee meeting. Motion carried.

V. FINANCIAL REPORT

President Jim Ferrar explained a Fifth/Third Bank CD that needs to be redeemed, and the difficulty he is having. Administrative Assistant offered to use a contact she has to see if that will help. Nita White moved and Rebecca Quiggle seconded to accept the accompanying Financial Reports for September 2018. Motion carried.

VI President's Report

VII. Director's Report

VIII. MANAGEMENT REPORTS

Youth Services Supervisor Amanda Meyers told that board that she is having a book sale of books in her department that had multiple copies or were in poor condition. The book sale will help her purchase new children's books to bring the collection up to date. She has also created a display for all new books that will come into the department. She is excited for the changes that are occurring in her department with the renovation right around the corner. She has heard from patrons that they are enjoying all the changes.

President Jim Ferrar read a letter from Helen Deckler and another letter from Steve Castle addressing the National Motto.

IX. COMMITTEE REPORTS

- A. **Building and Grounds Committee:** A meeting was held on September 17, 2018 to go over immediate and future needs of the building.
- B. **Trustee Committee Assignments:** President Jim Ferrar went over committee assignments with the board. Administrative Assistant Connie Hoffman will send out an updated list to the board members.

X. UNFINISHED BUSINESS

XI. NEW BUSINESS

- A. **Per Capita Grant Requirements:** President Jim Ferrar told all board members to complete the Trustee training for our Per Capita Grant requirements by the November board meeting.
- B. **Budget Revisions FY19:** The board looked over the changes that have been made to the FY19 budget. Most changes were a result in all the personnel changes since the beginning of the fiscal year.

XII. EXECUTIVE SESSION

EXECUTIVE SESSION FOR THE PURPOSES OF THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DIMISSAL OF A SPECIFIC EMPLOYEE OR LEGAL COUNSEL FOR THE PUBLIC BODY 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).

Rebecca Quiggle moved and Larry Pittsley seconded a motion to go into executive session. The motion carried with a roll call vote. Ferrar-Y, White-Y, Crow-Y, Bukas-Y, Quiggle-Y, Pittsley-Y, DeVine-Y, McMurray-Y. Motion carries.

XIII. ACTION IN RESPECT TO EXECUTIVE SESSION

Rebecca Quiggle moved and Larry Pittsley seconded a motion to offer the position of Executive Director to Ashley Huffiness. The motion carried with a roll call vote. Ferrar-Y, White-Abstain, Crow-Y, Bukas-Y, Quiggle-Y, Pittsley-Y, DeVine-Y, McMurray-Y. Motion carries.

Gwen Crow made the motion and Larry Pittsley seconded to offer the Executive Director a starting salary of \$76,000 with a cap of \$78,000. Motion carried.

Gwen Crow and Rebecca Quiggle made the motion to offer three weeks of vacation and a moving allowance of \$3,000. Motion carried.

XIV. DISCUSSION

XV. ADJOURNMENT

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

Meeting was adjourned at 7:47 p.m.

Submitted by Connie Hoffman