

**FREEPORT PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
August 14, 2019 – 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 14, 2019. Vice-President Gwen Crow presided and called the meeting to order at 6:05 p.m.

Members Present:	Jim Ferrar	Kelly Chesney	Lucas Kramer
	Gwen Crow	Renee Barr	

Members Absent:	Nita White	Rebecca Quiggle	Jennie DeVine
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Also present were Executive Director Ashley Huffines, Youth Services Supervisor Amanda Meyers, and Circulation and Outreach Coordinator Geoff Graham.

Connie Hoffman acted as Recording Secretary.

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

Jim Ferrar made the motion and Kelly Chesney seconded to accept the agenda as written.

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

**IV. APPROVAL OF MINUTES**

- A. Regular Meeting: Kelly Chesney moved and Jim Ferrar seconded to approve the regular minutes of the July 10, 2019 meeting. Motion carried.
  
- B. Building and Grounds Committee: Kelly Chesney moved and Rene Barr seconded to approve the minutes from the July 30, 2019 Building and Grounds Committee Meeting. Motion carried.

**V. PRESIDENT'S REPORT**

**VI. DIRECTOR'S REPORT**

Executive Director Ashley Huffines told the board of the recent resignation of board member Nan McMurray who held the office of Financial Secretary. Gwen Crow agreed to be a part of the Finance Committee. Director Huffines briefly went through the remaining items in her report.

**VII. MANAGEMENT REPORTS**

Youth Services Amanda Meyers reported on the end results of her Summer Reading program where 400 children finished the program and a total of 1,123 signed up. All finishers of the program are invited to a pool party.

Circulation and Outreach Coordinator Geoff Graham spoke to the board about the partnership he has formed with Freeport Township by having volunteers working here at the library.

Executive Director Ashley Huffines touched on the highlights Adult Supervisor Dianne Ludwig's report.

### **VIII. UNFINISHED BUSINESS**

#### **IX. COMMITTEE REPORTS**

- A. Building and Grounds Committee: Jim Ferrar briefly went over the items discussed at the meeting.
- B. Finance Committee: Director Huffines will send out some optional dates and times for the Finance Committee to meet.

#### **X. NEW BUSINESS**

- A. Purchasing Policy: Jim Ferrar made the motion and Lucas Kramer seconded to accept the updated Purchasing Policy. Motion carried.
- B. Staff Training: Kelly Chesney made the motion and Rene Barr seconded to close the library on a Saturday morning in September from 9:00 a.m. to 11:00 a.m. for the purpose of staff training. Motion carried.

#### **XI. 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).**

Jim Ferrar moved and Rene Barr seconded the motion to go into executive session. The motion carried with a roll call vote. Ferrar-Y, Barr-Y, Crow-Y, Kramer-Y, Chesney-Y. Motion carried.

#### **XII. ACTION TO EXECUTIVE SESSION**

#### **XIII. DISCUSSION**

#### **XIV. ADJOURNMENT**

Rene Barr made the motion and Jim Ferrar seconded to adjourn at 7:15 p.m.

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Submitted by Connie Hoffman