

**FREEPORT PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
December 11, 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 December 11, 2019. President Rebecca Quiggle presided and called the meeting to order at 6:02 p.m.

Members Present: Mary Kaufman Kelly Chesney Lucas Kramer
 Gwen Crow Renee Barr Jim Ferrar
 Mark Farshtchi Rebecca Quiggle

Members Absent: Jennie DeVine

Also present were Executive Director Ashley Huffines and Youth Services Supervisor Amanda Meyers.

Connie Hoffman acted as Recording Secretary.

II. CHANGES/CORRECTIONS TO THE AGENDA

Gwen Crow made the motion and Mark Farshtchi seconded to accept the agenda as written.

III. QUESTIONS/COMMENTS PUBLIC/MEDIA

IV. APPROVAL OF MINUTES

- A. Regular Meeting: Kelly Chesney moved and Mark Farshtchi seconded to approve the regular minutes of the November 13, 2019 meeting. Motion carried.

V. FINANCIAL REPORT

Mary Kaufman made the motion and Gwen Crow seconded to accept the accompanying financial statements. Motion carried. Executive Director Huffines went through the financial statements explaining the appropriations that were made to adjust line items. These appropriations will not show up on this financial statement but will show on December's statement.

VI. PRESIDENT'S REPORT

President Quiggle read a thank you letter from a local author thanking the library for the use of the meeting rooms for his book signing and for the good customer service he received throughout the process.

VII. DIRECTOR'S REPORT

Executive Director Ashley Huffines read through her written report which included the process of the surplus sale.

Director Huffines passed out a sheet she created showing committee meeting dates throughout the next year. She explained that having the committee meetings preset would help to have the committees meet consistently. Meeting dates can be canceled or rescheduled to another date, but at least these preset dates will be used as a foundation of times to meet. She told the board that she would soon be giving them information for the Administration Committee to help them in the director's review.

VIII. MANAGEMENT REPORTS

Youth Services Supervisor Amanda Meyers highlighted some of her items in her report and in particular her four after-school based programs that highlighted Veteran's Day in November. She also told the board that 138 children came to visit Santa on Mistletoe Walk. Her participation and planning for the Frosting Family Fun Night sponsored by FHN was a very successful with an estimated 150 children and parents attending.

Director Huffines told the board to read through the other management reports.

IX. UNFINISHED BUSINESS

X. COMMITTEE REPORTS

XI. NEW BUSINESS

- A. Revision to Patron Conduct Policy: Jim Ferrar made the motion and Kelly Chesney seconded to revise the Patron Conduct Policy to add prohibiting the use of cannabis.

XII. EXECUTIVE SESSION

Rebecca Quiggle took a roll call vote to go into Executive Session. A roll call vote was taken. Ferrar-Y, Barr-Y, Kramer-Y, Crow-Y, Chesney-Y, Quiggle-Y, Kaufman-Y, Farshtchi-Y. Motion passed.

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).

No action was needed.

XII. ADJOURNMENT

Gwen Crow made the motion and Mary Kaufman seconded to adjourn at 7:02 p.m.

Submitted by Connie Hoffman