

MINUTES OF THE WOODSTOCK PUBLIC LIBRARY BOARD OF TRUSTEES

Vice President, Betty Hopp, called the December 3, 2015 meeting to order at 7:04 p.m. in the Board Room of the library.

TRUSTEES PRESENT: Dan Lemanski, Robert Laurie, Lori Nerland, Betty Hopp and Christy Johanson. (Linda Warriner arrived at 7:10 p.m., Gayle Hoch arrived at 7:15 p.m., and Mary Ann Lenzen arrived at 7:35 p.m.)

ALSO PRESENT: Nick Weber, Library Director
Stephanie Palmer, Administrative Assistant
Roscoe Stelford, City Manager

ABSENT: Leslie Schubert

MINUTES:

Dan Lemanski moved that the minutes of the regular November 5, 2015 meeting be approved as presented. Lori Nerland seconded and the motion passed unanimously.

PUBLIC COMMENT ON NON AGENDA ITEMS:

COMMUNICATIONS: None

APPROVAL OF EXPENDITURES:

Lori Nerland motioned to approve the November 2015 warrant for both the Building and Operating fund in the amount of \$21,587.99. Robert Laurie seconded and the motion passed unanimously.

LIBRARIAN'S REPORT:

Circulation was down slightly from last year. Programing totals were slightly up in November. Various small plumbing projects were completed in November in response to issues in the main floor men's restroom. Several Friends of the Library purchases have been made including the TV for the Young Adult area. Upcoming events in December include the Free Guitars for Future Stars Concert and the D200 Art Show.

UNFINISHED BUSINESS:

Building Projects:

Lighting Proposals: The board discussed and reviewed the proposal from KII Electrical Contractors. Lori Nerland made a motion to approve the proposal for replacing the LED lamps in the entry way. Dan Lemanski seconded and the motion passed unanimously.

Boiler Proposals: The board discussed and reviewed the proposals from Miller Engineering and Westside Mechanical. Linda Warriner made a motion to accept the proposal from Miller Engineering for the new boiler. Betty Hopp seconded and the motion passed unanimously.

125th Anniversary:

Logo: The board reviewed the final draft of the new library logo. Betty Hopp made a motion to approve the logo as submitted. Mary Ann Lenzen seconded and the motion passed unanimously.

Art Grant Tiles: Library Director, Nick Weber, gave an update on Art Tile project. Discussion will continue next meeting.

NEW BUSINESS:

Survey: The board reviewed the final draft of the survey in English. Mary Ann Lenzen made a motion to approve the survey as submitted. Lori Nerland seconded and the motion passed unanimously.

Christmas at the Library: Library Director, Nick Weber, gave an update on the many local organization setting up donation bins at the library for the holiday season.

2016 Calendar/ Close Dates: The board reviewed the current list of closed dates for the calendar year of 2016. Lori Nerland made a motion to approve the list as presented. Mary Ann Lenzen seconded and the motion passed unanimously.

Shifting the Fiction: Library Director, Nick Weber, gave an update on the possible ways of shifting the fiction collection and the impact it will have on our genre section.

Community Advisory Committee: A preliminary draft was handed out to the board. Discussion will continue next meeting.

Sponsorships: Library Director, Nick Weber, gave an update about Great Lakes Credit Union's sponsorship of some of our upcoming programs.

Marchi Expenditures:

Blind Proposals: The Building Committee will meet with the vendors to see the products before accepting the proposals.

Shelves Proposals: The board reviewed the shelving proposal from Meilahn Manufacturing. Lori Nerland made a motion to approve the proposal. Dan Lemanski seconded and the motion passed unanimously.

FY 2016/2017 Budget: Discussion will continue next meeting.

EXECUTIVE SESSION

Library Director Evaluation:

Personnel (Open Meetings Act 5ILCS 120/2(c)(1))

Mary Ann Lenzen made the motion to go into closed session at 8:27 p.m. for the purposes of discussing: The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body. Betty Hopp seconded and the motion passed.

Yes: Dan Lemanski, Robert Laurie, Lori Nerland, Betty Hopp, Christy Johanson, Linda Warriner, Gayle Hoch and Mary Ann Lenzen

No: None

President Mary Ann Lenzen called the executive session of the December 3, 2015 meeting of the Woodstock Public Library Board to order at 8:27 p.m. in the Board Room of the library.

TRUSTEES PRESENT: Robert Laurie, Lori Nerland, Betty Hopp, Christy Johanson, Linda Warriner, Gayle Hoch and Mary Ann Lenzen

ALSO PRESENT: Nick Weber, Library Director
Roscoe Stelford, City Manager

ABSENT: Leslie Schubert

Director Evaluation: The Board reviewed and discussed both the boards and the city managers evaluation.

RETURN TO OPEN SESSION: Mary Ann Lenzen made the motion to come out of closed session at 8:34 p.m. Lori Nerland seconded, and the motion passed unanimously.

Yes: Dan Lemanski, Robert Laurie, Lori Nerland, Betty Hopp, Christy Johanson, Linda Warriner, Gayle Hoch and Mary Ann Lenzen

No: None

ADJOURNMENT: Betty Hopp moved to adjourn the meeting. Gayle Hoch seconded, and the motion passed unanimously. The meeting adjourned at 8:35 p.m.