

**Forest Park Public Library
Board of Trustees Monthly Meeting Minutes
September 18, 2017
Orrin Thorson Conference Room, 7:30 pm**

Opening of Meeting

1. Karen Childs called the meeting to order at 7:31 pm.
2. Roll call: Trustees present: Karen Childs, Emily Victorson, Lin Beribak, Brooke Sievers, Kevin Hibbitts. Trustee absent: Andrea Blaylock. Staff present: Pilar Shaker, Rafal Radomski (until 7:40pm).
3. Emily Victorson made a motion to approve the agenda for the September 18, 2017 Board meeting, as submitted. Karen Childs seconded the motion and it carried.
4. Kevin Hibbitts made a motion to approve the August 21, 2017 Board meeting minutes, and the January 30, 2017 Policy Committee meeting minutes, as submitted. Karen Childs seconded the motion and it carried.

Reports

5. Director's Report:

Director Shaker reminded Trustees of the upcoming trustee event at Oak Park Public Library. A brief synopsis of Management Team discussions on circulation rules was provided including information regarding a change in loan rules that will allow non-new DVDs to be renewed. An update on the plans for the October staff in-services was given along with feedback on the River Forest Public Library in-service that many of our staff attended.

Department report statistics were discussed and Director Shaker invited feedback from Trustees on what types of statistics they would like to see in the future and how they might be presented better; notes were made for future changes.

6. Treasurer's Report:

The Treasurer's report was given by Lin Beribak, an error was corrected regarding the balance of the Buildings and Grounds budget.

7. Board Committee Reports:

Several board members commented on the Special Building Committee meeting, Trustee Victorson commented on how the good insights being provided by staff at these meetings.

8. Trustee Reports:

President Childs mentioned that it might be worthwhile for the board members to look into the requirements other libraries have for trustees as a way to stay current.

New Business

9. Kevin Hibbitts made a motion to approve the payment of bills in the amount of \$56,256.08. Emily Victorson seconded the motion and it carried.

Childs	AYE	Victorson	AYE
Blaylock	ABSENT	Beribak	AYE
Sievers	AYE	Hibbitts	AYE

10. Lin Beribak made a motion to approve the payment of the September 29, 2017 and October 13, 2017 payrolls. Karen Childs seconded the motion and it carried.

Childs	AYE	Victorson	AYE
Blaylock	ABSENT	Beribak	AYE
Sievers	AYE	Hibbitts	AYE

11. Kevin Hibbitts made a motion to approve the policy changes proposed by the Policy Committee, as amended. Karen Childs seconded the motion and it carried.

Discussion over the proposed policy that would restrict the use of the children’s department by unaccompanied adults included questions of legality posed by Trustee Sievers. Director Shaker suggested that the policy change be tabled until she could clear the issue with the lawyer.

Trustees were concerned that the policy allowing for teens to checkout materials without the need for standard library registration would allow teens from outside of Forest Park to obtain checkout privileges. Director Shaker suggested that this policy be tabled to allow for revisions by the Teen Librarian.

Childs	AYE	Victorson	AYE
Blaylock	ABSENT	Beribak	AYE
Sievers	AYE	Hibbitts	AYE

Adjournment

12. Emily Victorson made a motion to adjourn at 9:17 pm. Karen Childs seconded the motion and it carried.

Respectfully submitted,
Emily Victorson, Secretary