

**Forest Park Public Library
Board of Trustees Monthly Meeting Minutes
May 20, 2019
Josephine Austin Meeting Room, 7:00 pm**

Opening of Meeting

- A. Karen Childs called the meeting to order at 7:02 pm.
- B. Roll call: Trustees present: Lin Beribak, Karen Childs, James Pekoll, Brooke Sievers, Emily Victorson, and Nathalie Wheaton. Staff present: Pilar Shaker and Brian Moore. Guests present: Andy Dogan, Williams Architects and Jason Perkunas, Shales McNutt
- C. Emily Victorson made a motion to approve the agenda for the May 20, 2019, Board meeting, as amended to add New Business item F. Lin Beribak seconded the motion and it carried.
- D. Nathalie Wheaton made a motion to approve the April 15, 2019, Board meeting minutes, as submitted. James Pekoll seconded the motion and it carried.

Reports

- A. Building: Andy Dogan, Williams Architects & Jason Perkunas, Shales McNutt - Update: Bids opened on April 24th, SMC found \$50,000 of value engineering, and FPPL was awarded a state grant. The bids came in higher than anticipated due to competition for labor and materials. Mr. Perkunas and Mr. Dogan explained how the lowest, responsible bidder was selected and the meetings they had with those bidders to ensure they understand the scope of the project. Anticipated construction start date is September 3 with construction through January.
- B. Director's Report: The audit is underway, going smoothly, and will be presented at the August Board meeting. The security guard position has been filled. Door count for FY19 is higher than FY18 and circulation for April 2019 is up 6% over April 2018.
- C. Treasurer's Report: Director Shaker reviewed the anticipated reserves in capital funds.
- D. Board Committee Reports: No committees met.
- E. Trustee Reports: President Childs inquired about the need to update FPPL's camera and video policy.

New Business

- A. Nathalie Wheaton made a motion to approve the payment of bills in the amount of \$46,236.82 (April) & \$73,163.77 (May). Lin Beribak seconded the motion and it carried.

Beribak	aye	Victorson	aye
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

B. Emily Victorson made a motion to approve the payment of the May 24, 2019, and June 7, 2019, payrolls. Emily Victorson seconded the motion and it carried.

Beribak	aye	Victorson	aye
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

C. Brooke Sievers made a motion to approve the the reimbursements to staff D. Harris for \$39.28, J. Gianakopoulos for \$28.92, as submitted. James Pekoll seconded the motion and it carried.

Beribak	aye	Victorson	aye
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

D. Karen Childs made a motion to approve Nonresident Fees for 2019-2020 Resolution 2019-04, as submitted. Nathalie Wheaton seconded the motion and it carried.

Beribak	aye	Victorson	aye
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

E. Emily Victorson made a motion to approve the recommendation to award bids for the renovation, as submitted. Lin Beribak seconded the motion and it carried.

Beribak	aye	Victorson	aye
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

F. Discussion of director's annual evaluation tool: Three sample director's evaluation were sent out along with the current form used. Vice President Victorson expressed concern about the previous tool used because it listed topics to evaluate that overstepped the Board's role and the Board did not have information to properly evaluate those topics. Secretary Sievers recommended the Board use the Algonquin example with the understanding that it's not possible to be "exceptional" in all areas. Director Shaker will use the Algonquin example and rebrand it as an FPPL tool. It will be sent out May 21st. President Childs requested all Board members fill out the evaluation tool and come prepared to discuss it in closed session at the June meeting.

No executive session

Adjournment

Brooke Sievers made a motion to adjourn at 8:11 pm. Nathalie Wheaton seconded the motion and it carried.

Respectfully submitted,
Brooke Sievers, Secretary