

**Forest Park Public Library
Board of Trustees Monthly Meeting Minutes
July 15, 2019
Josephine Austin Meeting Room, 7:00 pm**

Opening of Meeting

- A. Karen Childs called the meeting to order at 7:04 pm.
- B. Roll call: Trustees present: Lin Beribak, Karen Childs, James Pekoll, Brooke Sievers, Emily Victorson, and Nathalie Wheaton. Staff present: Pilar Shaker. Guests present: none.
- C. Beribak made a motion to approve the agenda for the July 15, 2019, Board meeting, as submitted. Pekoll seconded the motion and it carried.
- D. Sievers made a motion to approve the June 17, 2019, Board meeting minutes, as amended with time of convening the closed session. Victorson seconded the motion and it carried.

Reports

- A. Director's Report: Director Shaker will send out a doodle poll to schedule the Finance Committee meeting. Victorson asked about what kinds of digital resources the security monitor developed and if it's for staff. Shaker let the Board know that is only for staff and also tracks incidents so staff know which patrons are banned.
- B. Treasurer's Report: Director Shaker explained the unexpected use of contingency fund on pass-through permit fees from the Village and the additional builder's risk insurance. Beribak noted that spending and income is on track for the library at this time of the year.
- C. Board Committee Reports: no committees met
- D. Trustee Reports: Beribak told the Board about Open FP questions and that there were currently no questions about the public library or culture and encouraged Board members to request that questions about FPPL be added. Victorson let the Board know that the process is almost complete to add her to the bank account and remove Childs. Pekoll attended the Annual ALA Conference. He sent pictures of furniture to Shaker which she passed onto Williams Architects.

New Business

- A. Sievers made a motion to approve the payment of bills in the amount of \$57,788.24. Victorson seconded the motion and it carried.

Beribak aye Victorson aye

Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

B. Sievers made a motion to approve the payment of the July 19, 2019; August 2, 2019; and August 16, 2019, payrolls. Discussion: due to the potential rescheduling of the August Board meeting to ensure a quorum, the Board wanted to include a fourth payroll to ensure staff would be paid. Another motion was made first by Wheaton and seconded by Childs to include the August 30, 2019, payroll.

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

C. Victorson made a motion to approve reimbursement to staff C. Corzine for \$58.12, as submitted. Beribak seconded the motion and it carried.

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

D. Victorson made a motion to approve the committee recommendation that the closed session minutes remained closed from the previous six months. Sievers seconded the motion and it carried.

E. Pekoll made a motion to approve the Director's salary merit increase of 3% retroactive to June 30, 2019, as submitted. Beribak seconded the motion and it carried.

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

F. Wheaton made a motion to approve the library garage sale inventory of deaccession, as submitted. Beribak seconded the motion and it carried.

G. Victorson made a motion to approve the trade contractor contracts, as submitted. Pekoll seconded the motion and it carried.

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

H. Beribak made a motion to approve the donation of FPPL's Native American Artifact Collection to the Forest County Potawatomi Museum and Library, as submitted. Childs seconded the motion. Discussion Victorson requested that this process be documented for future FPPL leadership and users. Shaker asked if she could also offer the custom-built display case with the artifacts which the Board agreed to. The motion carried.

No executive session

Adjournment

Wheaton made a motion to adjourn at 8:07 pm. Victorson seconded the motion and it carried.

Respectfully submitted,
Brooke Sievers, Secretary