

**Forest Park Public Library
Board of Trustees Monthly Meeting Minutes
August 22, 2019
Josephine Austin Meeting Room, 7:00 pm**

Opening of Meeting

- A. Karen Childs called the meeting to order at 7:03 pm.
- B. Roll call: Trustees present: Lin Beribak, Karen Childs, James Pekoll, Brooke Sievers, Emily Victorson, and Nathalie Wheaton. Staff present: Pilar Shaker, Deb Harris. Guests present: auditor.
- C. Lin Beribak made a motion to approve the agenda for the August 22, 2019, Board meeting, as submitted. Karen Childs seconded the motion and it carried.
- D. Brooke Sievers made a motion to approve the July 15, 2019, Board meeting minutes, as submitted. Emily Victorson seconded the motion and it carried.

Reports

- A. Presentation of Audit by Michael De Valle of Lauterbach and Amen: De Valle went through the audit and praised Pilar Shaker and Deb Harris for assistance in the audit process. The Library scored highly on the audit.
- B. Director's Report: Director Shaker reviewed why she's requesting the closure on August 30th. The movers needs to move the equipment into the building and then assemble it, move the shelves, disassemble the equipment, move it upstairs, and move those shelves. Victorson requested an update on the transfer of the Potawatamie. Shaker fielded a call from a professor in Ohio that requested additional information on how the Forest County Potawatomi Cultural Center, Library and Museum was selected. Victorson and Sievers requested that the strategic plan update be reformatted into one goal per page, progress still highlighted, and larger font so it's more easily readable.
- C. Treasurer's Report: Ordering materials is slowed in preparation for the construction project. Director Shaker let the Board know that the Buildings & Grounds line may be overspent due to the HVAC switch that needs repair and the HVAC started leaking today.
- D. Board Committee Reports: The Finance Committee met and discussed the levy. The Committee tabled the discussion about benefits and instructed Shaker to investigate health care options.
- E. Trustee Reports: Beribak passed on a message that the Forest Park Cultural Park Committee requested that the Board send a letter of support of cultural institutions and green space. The Board determined that this was not an appropriate action for the Board. August 28th in the evening Wheaton will be on a panel about genealogy; Pekoll shared that the Smithsonian is doing an exhibit

on WWI posters that the library can possibly get for free. He will look into it and share info with Shaker.

New Business

A. Brooke Sievers made a motion to approve the annual audit, as submitted. James Pekoll 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 bills in the amount of \$59,608.00. Nathalie Wheaton 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 payment of the August 30, 2019, and September 13, 2019, payrolls. Karen Childs seconded the motion and it carried.

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

D. Lin Beribak made a motion to approve reimbursement to staff R. Camargo for \$41.57, as submitted. James Pekoll seconded the motion and it carried.

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

E. James Pekoll made a motion to approve the Levy Resolution 19-04, as submitted. Lin Beribak seconded the motion and it carried.

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

F. Emily Victorson made a motion to approve the Buildings and Maintenance Levy Resolution 19-03, as submitted. Lin Beribak seconded the motion and it carried.

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

G. James Pekoll made a motion to approve the Late Opening at 2pm on 8/30/19 for stack moving, as submitted. Emily Victorson seconded the motion and it carried.

No executive session

Adjournment

Emily Victorson made a motion to adjourn at 7:57 pm. Nathalie Wheaton seconded the motion and it carried.

Respectfully submitted,
Brooke Sievers, Secretary