**Ella Johnson Memorial Public Library District**

**Minutes of the January 22, 2018 Regular Meeting of the Board of Trustees**

The regular meeting of the Board of Trustees of the Ella Johnson Memorial Public Library District was called to order at 7:00 p.m. by Board President Barbara Brust. Present were Heather Swanson, Barbara Brust, Linda Drendel, Ryan Schaefer, Linda Wallace, Judy Pokorny and Pat Dumoulin. Also present was Library Director Emily Klonicki, Youth Services Manager Dawn Zauner, John Keister of John Keister & Associates, and James Enck of Dewberry.

**Changes/Corrections to the Agenda:** None

**Questions/Comments-Public/Media:** None

**Presentation John Keister**: John Keister introduced himself and shared the process for the executive search and what the board can expect.

John Keister left the meeting at 7:20 p.m.

**Approval of Meeting Minutes:**

1. Motion Wallace, sec. Dumoulin to approve the regular meeting minutes of December 18, 2017. Voice vote to approve the motion; ayes carry the motion.

**Executive Session**: Motion Schaefer, sec. Drendel to move to Executive Session for the purpose of 5ILCS 120/2(c)(5)- Purchase or lease of real property for the use of the public body. Drendel-Y; Pokorny-Y; Dumoulin-Y; Swanson-Y; Wallace-Y; Schaefer-Y; and Brust-Y. Board entered executive session at 7:23 p.m.

The board returned to the regular meeting at 8:40 p.m.

James Enck left the meeting at 8:40 p.m.

**Action in Respect to Executive Session**: None

**Treasurer’s Report:**

1. Motion Wallace, sec. Schaefer to approve for payment the January 2018 bills, in the amount of $39,087.65. Pokorny- Y; Dumoulin –Y; Swanson-Y; Wallace -Y; Schaefer- Y; Brust - Y; and Drendel-Y.
2. Reviewed the Mid-Year Financial Snapshot.

**Director’s Report:** The library received a $500 donation from the Katz Family Foundation to purchase patriotic titles. The Monday Book Club donated $5 toward library services. Emily Klonicki will no longer be the Library Director, and Dawn Zauner will hold the post of interim director, effective January 22, 2018. Dawn Zauner shared her Youth Services report.

**President’s Report:** Trustees Linda Wallace and Barbara Brust met with Dawn Zauner to discuss her position as the interim director for the library. Trustee Barbara Brust will complete the exit interview with Emily before the reception that has been planned for January 23.

**Unfinished Business:**

1. Motion Schaefer, sec. Drendel to approve the new borrowing guidelines, section 4: Circulation Policies. Voice vote to approve the motion, ayes carry the motion.

**New Business:**

1. Motion Dumoulin, sec. Swanson to amend the 2017-18 Operating Budget. Dumoulin-Y; Swanson-Y; Wallace-Y; Schaefer-Y; Brust-Y; Drendel-Y; and Pokorny-Y.
2. Motion Dumoulin, sec. Pokorny to approve Resolution 2018-01-01 authorizing Dawn Zauner as the Ella Johnson Library authorized IMRF agent. Voice vote to approve the motion, ayes carry the motion.
3. Motion Wallace, sec. Dumoulin to approve and adopt Resolution 2018-01-02 Sexual Harassment Policy. Voice vote to approve the motion, ayes carry the motion.
4. Trustees Pat Dumoulin and Ryan Schaefer will continue as the Executive Session Committee.
5. The board agreed, through consensus that there will be an Administrative closing on Friday, March 9, 2018 for LWT staff development day.

**Discussion**: Director Klonicki shared that the economic interests contact information has been updated for all of the board members and to be on the lookout for an email. Trustee Ryan Schaefer recommended the book The Name of the Wind.

**Adjournment: T**he meeting was adjourned at 8:59 p.m. by Board President Barbara Brust.

Respectfully submitted,

Marisa Struyk, Recording Secretary