Minutes of the regular meeting of the Board of Library Trustees of the Village of Oak Park held on Tuesday, October 23, 2018 in the Scoville Room of the Main Library. The meeting was called to order at 6:35 p.m. by President Fruth.

1. **Call to Order and Roll Call**
   
   **Present:** Library Trustees Fruth, Glavin Harris, Kelensor, Millan, and Mohanraj
   
   **Absent:** Library Trustee Foss
   
   Also present: David Seleb, Executive Director; Jim Madigan, Deputy Director; Billy Treece, Director, Human Resources; Lori Pulliam, Director for Public Services and Programs; Grant Halter, Data Analyst; Rita Earle, Office Manager; Gary McCullough, 601 N. Euclid Avenue, Oak Park; James W. Peters, 912 Wisconsin, Oak Park; Greg Marsey, 407 Holley Court, Oak Park; Yuna Kim, 208 N. Austin Boulevard, Oak Park; and David Pope, 306 S. Humphrey Avenue, Oak Park

2. **Approval of Minutes**

   a. **Regular Meeting – September 25, 2018**
   
   Trustee Glavin moved approval of the minutes of the regular meeting of the Board of Library Trustees of the Village of Oak Park held on Tuesday, September 25, 2018.
   
   Trustee Kelenson seconded the motion. Ayes: all.

3. **Trustee Comments and Board Calendar**

   Mr. Seleb said that there would be a follow-up meeting regarding the Community Building Blocks Grant on October 30. Stakeholders will review the final report and talk about potential next steps.

   The next local Trustee networking and learning workshop is scheduled for November 8, 2018 at 7 p.m. in the Oak Park Public Library Community Engagement Space.

4. **Community Members’ and Visitors’ Comments**

   Greg Marsey, 407 Holley Court, Oak Park, spoke about his opposition to the referendum regarding local government agency consolidation on the November 6 ballot. He pointed out that the Village of Oak Park has had the highest tax increases and Oak Park Public Library the lowest among the taxing bodies over the past number of years. If consolidation takes place, three local governing Boards would cease to exist.

   Yuna Kim, 208 N. Austin, Oak Park, extended an invitation from the Institute of Asset Management to Library Trustees and leadership to an informational happy hour at Oak Park Brewery on October 29. All stakeholders are invited to learn about the discipline of asset management as a tool to provide better services.

   a. **Taxing Bodies Efficiency Task Force Presentation**
   
   David Pope, 306 S. Humphrey, Oak Park, and chair of the appointed Taxing Bodies Efficiency Task Force presented on that group’s work and final report to the Village Board. The impetus for the formation of the task force grew out of the implications of rising tax rates and the difficulty of community affordability. Mr. Pope reviewed the main recommendations of the Task Force. The
full report can be found on the Village of Oak Park website at: https://www.oak-park.us/your-government/elected-officials.

5. **Staff Reports**
   a. **Executive Director**
      In addition to his narrative report, Mr. Seleb mentioned his attendance at the Harwood Summit. This has become Mr. Seleb’s favorite professional development event and he is very excited that Rich Harwood will be coming to Oak Park Public Library next April.

      Trustee Millan reported on her attendance at the Harwood Public Innovators Lab along with Trustee Ted Foss and three library staff members. She found the experience very rewarding, especially being able to spend time in a learning environment with library staff members.

      A copy of the Executive Director's narrative report is attached to these minutes as Appendix I.

   b. **Strategic Priorities and Objectives**
      Trustees reviewed *Strategic Objective Report / Engagement – October 2018*. Trustee Harris said that he enjoyed the information on the transgender resources collection and would like to hear from the selectors who put together the wonderful report on diversity in the collections.

      A copy of *Strategic Objective Report / Engagement – October 2018* is attached to these minutes as Appendix II.

   c. **Statistics and Data**
      Trustees reviewed and discussed *Oak Park Public Library Use Statistics – September 2018* and the *Core Statistics Report, Q3, 2018*.

6. **Financial Reports**
   a. **September 2018 Disbursements Resolution**
      Trustee Mohanraj moved approval of *Resolution on Disbursements, September 2018*. Trustee Harris seconded the motion. Ayes: all.

      A copy of *Resolution on Disbursements, September 2018* is attached to these minutes as Appendix III.

   b. **September 2018 Financials Reports**
      Trustees reviewed and discussed bank balances and the Statement of Income and Expense for September 2018.

7. **Additional Reports**
   a. **Intergovernmental Committee (IGov)**
      Trustee Glavin reported on the candidate information forum sponsored by IGov on October 17.

   b. **Council of Governments (CoG)**
      President Fruth indicated that there had been no recent meetings of the Council of Governments.

   c. **Friends of the Library**
Trustee Mohanraj said she attended the most recent meeting of the Friends of the Oak Park Public Library Executive Board and would send her notes from that meeting to all. Trustee Mohanraj did suggest that in the Friends discussion about succession planning, they should be encouraged to appoint a junior board of interested young people.

d. **Employment and Separation from Employment**
The report *Oak Park Public Library Employment and Separation from Employment Reported from September 21, 2018 through October 18, 2018* was included in Board packets.

8. **Unfinished Business**
   a. **Proposed Revision: Rules of Behavior Policy**
      Mr. Seleb said that if there were no further changes, action was requested on the proposed revisions to *Rules of Behavior Policy* reviewed by Trustees last month.

      Trustee Glavin moved approval of *Rules of Behavior Policy* as presented. Trustee Millan seconded the motion. Ayes: all.

   b. **Proposed Revision: Computer and Internet Use Policy**
      Trustee Millan moved approval of *Computer and Internet Use Policy* as presented. Trustee Glavin seconded the motion. Ayes: all.

   c. **FY 2019 Per Capita Grant Requirement: Trustee Facts File, Chapters 6 – 10**
      Mr. Seleb said that for the fiscal year 2019 Per Capita Grant requirements, Trustees were asked to review the *Trustee Facts File*, chapters 6 – 10. Copies of the relevant chapters were included in Board packets.

9. **New Business**
   a. **Fiscal Year 2019 Budget - Draft 3**
      Mr. Madigan presented on the Fiscal Year 2019 Budget – Draft 3. Changes from Draft 2 include a small decrease in wages and salaries and an addition to capital expenditures to include installation of new drinking fountains. If the Board of Library Trustees were comfortable moving forward, fiscal year 2019 Budget was ready for adoption.

      There was discussion of infrastructure maintenance at the Dole building. Trustees reviewed and discussed a letter to the Oak Park Village Board of Trustees signed by Library Board President Matthew Fruth in support of the effort by the Park District of Oak Park to assume ownership of the building. Both the Park District and the Library have an interest in the proper maintenance of the Dole building to support their programs. This would be a good solution to resolve continuing long-term maintenance issues.

      President Fruth then read into the record *Resolution Setting Forth Financial Requirements for the Oak Park Public Library for the Fiscal Year Beginning January 1, 2019 and Ending December 31, 2019*.

      Trustee Harris moved adoption. Trustee Millan seconded the motion and a roll call vote was taken as follows:

      Ayes: Library Trustees Fruth, Glavin, Harris, Kelenson, Millan and Mohanraj
Nays: None

Absent: Library Trustee Foss

A copy of *Resolution Setting Forth Financial Requirements for the Oak Park Public Library for the Fiscal Year Beginning January 1, 2019 and Ending December 31, 2019* is attached to these minutes as Appendix IV.

b. **Strategic Plan 2019 – Draft 1**
Mr. Seleb presented and Trustees reviewed and discussed *Strategic Plan 2019 – Draft 1*. Mr. Seleb asked that Trustees forward him any suggestions or concerns so that he could bring those to the Leadership Team’s next discussion.

10. **Adjournment**
There being no further business, at 9:32p.m. Trustee Glavin moved adjournment of the meeting. Trustee Mohanraj seconded the motion and the meeting was adjourned.