

**NIPPERSINK PUBLIC LIBRARY DISTRICT
REGULAR BOARD MEETING
February 9, 2016**

CALL TO ORDER

The Regular Meeting of the Nippersink Public Library District Board of Trustees at the Nippersink Library, 5418 Hill Road, Richmond, Illinois, was called to order at 7:00 P.M. by President Sandra Peterson.

PRESENT

Trustees Adrienne Adams, Jennifer Brunswick, Robert Johnston, Michelle Jordan, Sandra Peterson, Susan Sucher and Library Director Cynthia Cole were present. Trustee Michelle Carter was absent.

RECOGNITION OF SECRETARY

Trustee Jordan was recognized as Secretary. Director Cole volunteered to act as Recorder.

RECOGNITION OF MEMBERS OF THE AUDIENCE – None

ADDITIONS – None.

MINUTES

A. December 8, 2015 Regular Meeting Minutes

MOTION was made by Trustee Johnston, seconded by Trustee Adams, to approve the December 8, 2015 Regular Meeting Minutes.

Voice Vote: All in Favor.

MOTION CARRIED.

CORRESPONDENCE AND ANNOUNCEMENTS - None

TREASURER'S REPORT

A. Warrant #8

Warrant #8 in the amount of \$18,121.93 was reviewed for payment. Director Cole also attached Warrant #7 in the amount of \$66,599.37 for review which was approved by Treasurer Adams due to the cancellation of the January 12 board meeting.

MOTION was made by Trustee Jordan, seconded by Trustee Brunswick, to approve Warrant #8.

**Roll Call Vote: Ayes: Adams, Brunswick, Johnston, Jordan, Peterson, Sucher
Nays: None**

MOTION CARRIED.

B. REVIEW MONTHLY BUDGET REPORT

Director Cole advised that we are approximately \$20,000 under budget for the month ending January 31, even with the façade repair payments that have currently been made.

LIBRARY DIRECTOR'S REPORT

Director Cole advised that all items in her report are included on the agenda.

COMMITTEE REPORTS –

A. None

NEW BUSINESS

A. Discuss Village of Spring Grove Business Incentive Program

The program was discussed and President Peterson noted that it is identical in format to the Village of Richmond program in which we declined to participate. Several concerns were discussed including how the program would impact revenue and a potential sunset date. Consensus was reached to invite Village of Spring Grove President Mark Eisenberg to the next board meeting to gain a more thorough understanding of the program and answer questions.

B. Review 2015 Circulation Statistics

Director Cole provided a recap of 2015 Circulation Statistics. Circulation overall was down by 3.1%, however, Children's circulation increased by 2.1% and Young Adult circulation increased by 14.4%. Circulation of digital materials continued to increase by almost 30%. Public computer use was also down by 31.7% over the previous year.

C. Review and Approve FY17-19 Strategic Plan

Director Cole reviewed the outline for the plan and advised that in many respects it is an affirmation of our previous plan while we continue to focus our efforts on specific populations, primarily older adults and pre-schoolers. We will also focus our efforts on relationships with other organizations and entities to make the community more aware of our services and bring people into the building.

MOTION was made by Trustee Adams, seconded by Trustee Johnston, to approve the FY17-19 Strategic Plan.

Voice Vote: All in Favor.

MOTION CARRIED.

D. Review of Closed Session Minutes

Director Cole reminded the trustees that Closed Session Minutes must be reviewed every six months to determine whether or not any or all minutes shall remain closed.

MOTION was made by Trustee Adams, seconded by Trustee Sucher, that all closed session minutes shall remain closed.

Voice Vote: All in Favor.

MOTION CARRIED.

E. Review Statement of Economic Interest Electronic Filing Requirement

Director Cole provided information from the county clerk advising that they will be moving to an electronic filing system effective this year. Based on the information provided, the system should be available beginning February 17. The deadline for filing is May 1, 2016. Director Cole will test the system and report back to the trustees next month.

F. Richmond/Spring Grove Chamber Expo

Director Cole advised that the Expo is scheduled for Saturday, February 20 from 9AM to 3PM at

RBCHS. She and another staff member will staff the booth, but as usual, we would like several trustees to participate as well. She passed around a sign-up sheet asking trustees to commit an hour or two of their time if possible.

UNFINISHED BUSINESS – None.

AUDIENCE COMMENTS – None

ADJOURN

There being no further business, President Peterson declared the meeting adjourned at 8:00 PM.

Respectfully submitted by Cynthia Cole,

Michelle Jordan, Secretary