

**NIPPERSINK PUBLIC LIBRARY DISTRICT  
REGULAR BOARD MEETING  
January 10, 2017**

**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 7:01 P.M. by President Sandy Peterson.

**PRESENT**

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

**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. Approve December 13, 2016 Regular Meeting Minutes**

**MOTION was made by Trustee Carter, seconded by Trustee Jordan, to approve the December 13, 2016 Regular Meeting Minutes.**

**Voice Vote: All in Favor**

**MOTION CARRIED**

**CORRESPONDENCE AND ANNOUNCEMENTS**

- A. Director Cole sent a thank-you letter to the Village of Richmond Police Academy for their generous donation of \$463.72.
- B. Director Cole advised that the ILA Trustee Workshop is scheduled for Saturday, February 18 at the Oak Brook Marriott. The deadline for registration for the workshop and the hotel is January 20. Anyone wishing to attend should advise Director Cole and she will submit the registration.

**TREASURER'S REPORT**

**A. Approve Warrant #7**

Warrant #7 in the amount of \$30,062.53 was reviewed for payment.

**MOTION was made by Trustee Adams, seconded by Trustee Johnston, to approve Warrant #7.**

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

**MOTION CARRIED.**

## **B. REVIEW MONTHLY BUDGET REPORT**

Director Cole advised that we are approximately \$12,000 under budget for the month ended December 31, after the costs for the parking lot project have been pulled out.

## **LIBRARY DIRECTOR'S REPORT**

Director Cole advised that only two people, current trustees Adrienne Adams and Susan Sucher, have filed petitions for the April 4, 2017 Consolidated Election. This means that we will need to make three two-year appointments to the library board in May or June. The last meeting for the current board is Tuesday, May 9. New terms begin on Monday, May 15.

## **COMMITTEE REPORTS – None**

## **NEW BUSINESS**

### **A. Approve Certification of Trustees**

Director Cole reminded the trustees that the certification must be submitted to the County Clerk to determine who has to file Statements of Economic Interest. The Clerk has advised that they will once again attempt to automate the process. Thus far we have been informed that completion of the statement will be completed via e-mail. Director Cole will keep everyone advised on the process, but it looks as if e-mail notifications will be sent in mid-February.

**MOTION was made by Trustee Jordan, seconded by Trustee Carter, to approve the Certification of Trustees.**

**Voice Vote: All in Favor**

**MOTION CARRIED.**

### **B. Review of Closed Session Minutes**

The review must be conducted every six months to determine if all minutes shall remain closed and any existing audiotapes be destroyed after 18 months.

**MOTION was made by Trustee Johnston, seconded by Trustee Brunswick, to keep all closed session minutes closed and destroy any audiotape more than 18 months old.**

**Voice Vote: All in Favor**

**MOTION CARRIED**

### **C. Discuss and Approve Contribution to McHenry County Historical Society Newspaper Digitization Project**

Director Cole provided an overview of the referenced project and provided a list of all the newspaper editions available to be digitized. MCHS is embarking on an effort to digitize all the newspapers in the county. They are starting with Richmond because we have the largest number of issues to be digitized. The cost for the Richmond portion of the project is approximately \$5,700. They have already received donation commitments totaling \$4,000 from several local agencies and community groups. Nippersink Library would commit the remaining \$1,700 required to complete the project. Consensus was reached that this was a valuable effort which would benefit the community and the county.

**MOTION was made by Trustee Johnston, seconded by Trustee Sucher, to contribute \$1,700.00 to the McHenry County Historical Society Newspaper Digitization Project.**

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

**MOTION CARRIED**

**D. Discuss Richmond/Spring Grove Chamber Expo**

Director Cole advised that the 2017 Expo has been scheduled for Saturday, March 4 from 9AM to 3PM at Richmond Burton High School. Director Cole passed around a sign-up sheet. We have flexibility in scheduling trustees; we have three two-hour slots available, but a one-hour commitment would work as well. Any commitment is appreciated. Several trustees agreed to man the booth. Director Cole will provide a reminder at the next board meeting.

**UNFINISHED BUSINESS** - None

**AUDIENCE COMMENTS** – None

**ADJOURN**

**There being no further business, President Peterson declared the meeting adjourned at 7:35 PM.**

Respectfully submitted by Cynthia Cole,

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Michelle Jordan, Secretary