

**NIPPERSINK PUBLIC LIBRARY DISTRICT
REGULAR BOARD MEETING
March 13, 2018**

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, Michelle Carter, Robert Johnston, Michelle Jordan, Sandra Peterson, Sue Rekenhaller and Library Director Cynthia Cole were present. Trustee Drew Knobloch was absent.

RECOGNITION OF SECRETARY

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

RECOGNITION OF MEMBERS OF THE AUDIENCE – None

ADDITIONS – **Approve Electronic Attendance at Meeting by Trustee Knobloch.**

Trustee Knobloch contacted Director Cole a week prior to the meeting and requested to be allowed to attend electronically because he would be absent due to work-related travel.

MOTION was made by Trustee Johnston, seconded by Trustee Rekenhaller, to allow Trustee Knobloch to attend the meeting electronically.

Voice Vote: All in Favor

MOTION CARRIED

Note: While electronic attendance was approved, Trustee Knobloch did not call in to the meeting and was therefore considered absent.

MINUTES

A. Approve February 13, 2018 Regular Meeting Minutes

MOTION was made by Trustee Jordan, seconded by Trustee Carter, to approve the February 13, 2018 Regular Meeting Minutes.

Voice Vote: All in Favor

MOTION CARRIED

CORRESPONDENCE AND ANNOUNCEMENTS

A. None

TREASURER'S REPORT

A. Approve Warrant #9

Warrant #9 in the amount of \$36,107.76 was reviewed for payment.

MOTION was made by Trustee Adams, seconded by Trustee Rekenhaller, to approve Warrant #9.

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

MOTION CARRIED.

B. Review Monthly Budget Report

Director Cole advised that we are approximately \$14,000 under budget for the month ended February 28, 2018. We have finally received the invoice from Boller for the Expansion Joint Project and the furniture for the Youth Services area has been installed.

LIBRARY DIRECTOR’S REPORT

Director Cole reminded the trustees that they should have received the filing notice for the Statement of Economic Interest. They are to be filed on-line and a copy of the filing confirmation should be forwarded to Director Cole for the file. If anyone has not received their filing notice, please advise and Director Cole and she will follow-up with the county clerk.

Director Cole further advised that discussions regarding the dissolution of the NIC Consortium are ongoing. The NIC Directors will meet with RAILS and PrairieCat staff on March 29 and discuss project timelines in more detail.

COMMITTEE REPORTS – Community Communications Consortium Meeting – March 12, 2018 at Richmond Village Hall. President Peterson attended the meeting and advised that there is still very little residential construction occurring in the villages. The Village of Richmond worked with CMAP to analyze housing trends and they were advised it will likely be 10-15 years before residential growth will cycle back. The schools are spending down their reserves on building maintenance and are considering realigning attendance by grade level within the various school buildings.

NEW BUSINESS –

A. Review and Approve Policy 309 Unattended Children to include Vulnerable Adults

Director Cole provided a draft of the revised policy and explained some of the changes she is recommending based on age for independent use of the library and program attendance. She has also included a section on Vulnerable Adults as this population is also at risk and is becoming more of a concern due to a growing senior population with potential cognitive and physical challenges. Upon review the trustees were in agreement with the changes to Policy 309 regarding Unattended Children, but asked Director Cole to create a separate policy for Vulnerable Adults. Director Cole will create the section as a separate policy for review at the next meeting.

B. Discuss and Approve Consolidation of Public Computers on the 1st Floor

Director Cole provided an analysis of public computer usage and advised that the Youth Services computers get very little use. Computer use in Youth Services is approximately 12% of total computer usage and our annual usage volume is only 4.24%. Having computers on the second floor also creates challenges for staff members who are usually working alone and getting pulled in multiple directions. The first floor computers should be adequate for our usage volume and we have multiple staff members on the first floor who can assist patrons when using the computers.

MOTION made by Trustee Adams, seconded by Trustee Jordan, to consolidate all public computers on the 1st floor.

Voice Vote: All in Favor

MOTION CARRIED

UNFINISHED BUSINESS - None

AUDIENCE COMMENTS – None

ADJOURN

There being no further business, President Peterson declared the meeting adjourned at 7:52 PM.

Respectfully submitted by Cynthia Cole,

Theresa Sue Rekenhaller, Secretary