

**NIPPERSINK PUBLIC LIBRARY DISTRICT
REGULAR BOARD MEETING
November 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 7:01 P.M. by President Sandra Peterson.

PRESENT

Trustees Adrienne Adams, Robert Johnston, Michelle Jordan, Drew Knobloch, Sandra Peterson, Sue Rekenhaller, and Library Director Cynthia Cole were present. Trustee Michelle Carter 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 – None

MINUTES

A. Approve October 16, 2018 Regular Meeting Minutes

MOTION was made by Trustee Johnston, seconded by Trustee Rekenhaller, to approve the October 16, 2018 Regular Meeting Minutes.

Voice Vote: All in Favor

MOTION CARRIED

CORRESPONDENCE AND ANNOUNCEMENTS –

- A. Correspondence from Richmond/Spring Grove Chamber advising of merger with Fox Lake Chamber.** At this point it is unclear how this will affect current activities and events with more information to follow.
- B. Small Business Saturday** is Saturday, November 24. Residents are encouraged to shop locally.
- C. Village of Spring Grove Christmas Tree Lighting** is scheduled for Saturday, December 1 at 3:30 PM at Horse Fair Park.
- D. Village of Richmond Christmas of Yesteryear** celebration is scheduled for December 7-9.

TREASURER'S REPORT

A. Approve Warrant #5

Warrant #5 in the amount of \$17,378.22 was reviewed for payment.

MOTION was made by Trustee Jordan, seconded by Trustee Knobloch, to approve Warrant #5.

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

MOTION CARRIED.

B. REVIEW MONTHLY BUDGET REPORT

Director Cole advised that we are approximately \$12,000 over budget for the month ending October 31, 2018, again largely due to the computer upgrade that was completed in September. As a reminder, we are receiving a grant from RAILS in the amount of \$11,480 that will offset approximately two-thirds of the cost.

LIBRARY DIRECTOR’S REPORT

Director Cole reminded the trustees that nominating petitions for library trustee are available at the Circulation Desk. The filing period begins December 10 and the filing deadline is Monday, December 17 at 5:00 PM.

COMMITTEE REPORTS

A. Review Materials for FY19 Per Capita Grant

1. Review Serving Our Public Chapter 8 – Reference and Reader’s Advisory Services – tabled until December meeting.
2. Review Trustee Facts Files Chapters 6-10 – tabled until December meeting.
3. Designate Trustee(s) to View Online Educational Program – Trustee Jordan volunteered to view a video on serving patron with special needs that was recommended by RAILS.

NEW BUSINESS –

A. Approve Ordinance 2018-11-1 Levy and Assessment of Taxes

The levy request is \$682,000 for 2018 taxes payable in 2019.

MOTION was made by Trustee Adams, seconded by Trustee Rekenthaler, to approve Ordinance 2018-11-1 Levy and Assessment of Taxes.

**Roll Call Vote: Ayes: Adams, Johnston, Jordan, Knobloch, Peterson, Rekenthaler
Nays: None**

MOTION CARRIED.

B. Review and Approve Revised Policy 404 Meeting Room Use

Director Cole provided a revised version of Policy 404 Meeting Room Use, based on discussions at the October meeting. Many of the elements of the policy have not been changed, however, we will now allow business and professional groups to use the Meeting Rooms for a fee of \$25.00. A library card will no longer be necessary to reserve a room, but the age requirement of 18 will remain in place. Staff will continue to monitor meeting room use and alert the director to any potential issues or problems with the new policy.

MOTION was made by Trustee Johnston, seconded by Trustee Rekenthaler, to approve revised Policy 404 Meeting Room Use

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 7:47 PM.

Respectfully submitted by Cynthia Cole,

Theresa Sue Rekenhaller, Secretary