

Lyons Public Library Board of Trustees
Minutes of Meeting
October 14, 2014

1. Vice President Sharon Sabor called the regular meeting of the Lyons Public Library Board of Trustees to order at 6:31 P.M. in the Lyons Public Library Meeting Room. Roll Call: Turlek, Zynda Iwankiw, and Sabor. Also present: Director Daniel Powers and Administrative Assistant Audrey Klawiter. Absent Will, Douglas and Kawa.
2. The Board started the meeting with the Pledge of Allegiance.
3. **Additions or Corrections to Agenda:** None
4. **Art Display:** The board received a letter from Jessica Cochran regarding the art display that was pulled. The board decided they would like to continue with the art displays with the director having the final decision on what is deemed offensive. The board decided a policy is not required at this time.
5. **Public Comments:** None
6. **Minutes:** Motion to approve the minutes of the regular meeting minutes of July 8, 2014 was made by Victor Zynda; seconded by Sharon Sabor. 2 ayes; 0 nays. Turlek and Iwankiw abstain. Will, Douglas and Kawa absent. Motion to approve the executive session minutes of July 8, 2014 was made by Victor Zynda; seconded by Sharon Sabor. 2 ayes; 0 nays. Turlek and Iwankiw abstain. Will, Douglas and Kawa absent. Motion to approve the special meeting minutes of July 16, 2014 was made by Victor Zynda; seconded by Marcos Iwankiw. 3 ayes; 0 nays. Turlek abstains. Will, Douglas and Kawa absent.
7. **Correspondence:** The board received several correspondence's, including a letter from patron Jeanette Hernandez stating how pleased she is with the library's changes and a thank you from Dr. Valdika, Superintendent of District 103 regarding the school supplies patrons donated to the library for the school district.
8. **Financial & Librarian Reports:**
 - a) **Amended June Treasurer's Report:** The board reviewed the amended June report.
 - b) **July Treasurer's Report:** The board reviewed the July report.
 - c) **August Treasurer's Report:** The board reviewed the August report.
 - d) **September Treasurer's Report:** The board reviewed the September report.
 - e) **Approval of Warrant #704** in the amount of \$44, 292.63. Motion to approve was made by Carole Turlek; seconded by Marcos Iwankiw. Roll call vote: Turlek, Zynda, Iwankiw, and Sabor. 4 ayes; 0 nays. Will, Douglas and Kawa absent.
 - f) **Approval of Warrant #704.1** in the amount of \$50, 887.19. Motion to approve was made by Carole Turlek; seconded by Victor Zynda. Roll call vote: Turlek, Zynda, Iwankiw and Sabor. 4 ayes; 0 nays. Will, Douglas and Kawa absent.
 - g) **Approval of Warrant #705** in the amount of \$19, 775.34. Motion to approve was made by Carole Turlek; seconded by Marcos Iwankiw. Roll call vote: Turlek, Zynda, Iwankiw and Sabor. 4 ayes; 0 nays. Will, Douglas and Kawa absent.
 - h) **Approval of Warrant #706** in the amount of \$24, 491.09. Motion to approve was made by Carole Turlek; seconded by Victor Zynda. Roll call vote: Turlek, Zynda, Iwankiw and Sabor. 4 ayes; 0 nays. Will, Douglas and Kawa absent.
 - i) **Approval of Warrant #707** in the amount of \$14, 173.14. Motion to approve was made by Carole Turlek; seconded by Victor Zynda. Roll call vote: Turlek, Zynda, Iwankiw and Sabor. 4 ayes; 0 nays. Will, Douglas and Kawa absent.
9. **Director's report:** The board received the director's reports for September and October. Topics included the end of summer reading statistics, donations, an explanation of the secondary HVAC unit and reminder to the board to complete the annual OMA training.
10. **Executive Session:** Motion to go into executive session at 7:02 PM for the purpose of the director's evaluation was made by Carole Turlek; seconded by Marcos Iwankiw. 4 ayes; 0 nays. Will, Douglas and Kawa absent.

Motion to resume regular session at 7:10 PM was made by Victor Zynda; seconded by Marcos Iwankiw. 4 ayes; 0 nays. Will, Douglas and Kawa absent.

11. **Unfinished Business:**

- a) **Charitable Donation:** More discussion was made regarding the charitable donation. The board asked Dan to look into the cost of new doors, get quotes and to contact Kevin Steward regarding the decision.
- b) **Approval of Library Policies:**
 - **Bylaws of the Board of Trustees:** No motion was made. To be reviewed at the November meeting.
 - **Indemnification and Insurance Policy:** Motion to approve as written, without changes was made by Carole Turlek; seconded by Victor Zynda. 4 ayes; 0 nays. Will, Douglas and Kawa absent.
- c) **Director's Evaluation:** Special meeting regarding the Director's evaluation is scheduled for Tuesday, October 21, 2014 at 5:00 PM. Evaluation will be given at the November meeting.

12. **New Business:**

- a) **Secondary HVAC unit:** Dan handed out a proposal from Murphy & Miller regarding the repair/replacement of the secondary HVAC unit. Motion to accept option #2, replacement, in the proposed amount of \$9,700.00, including the additional fee of \$350.00 for the permits was made by Carole Turlek; seconded by Victor Zynda. Roll call vote: Turlek, Zynda, Iwankiw and Sabor. 4 ayes; 0 nays. Will, Douglas and Kawa absent.
- b) **Strategic Plan:** The board was handed a copy of the current strategic plan 2009-2014.
- c) **Proposed 2015 Budget:** The board received the proposed budget. Discussion was held.
- d) **Proposed 2014 tax levy:** The board received the proposed tax levy. Discussion was held. The board was reminded about the budget hearing meeting to be held prior to the November 11, 2014 at 6:00 PM.

13. **Other Business:**

- a) **Building Appraisal:** The board agreed to continue with the annual fee of the building appraisal.
- b) **Other:** None

14. **Announcements:** The board was reminded about the special meeting for the director's evaluation to be held on Tuesday, October 21, 2014 at 5:00 PM.

15. **Adjournment:** Motion was made at 8:17 PM to adjourn the meeting by Carole Turlek; seconded by Victor Zynda. 4 ayes; 0 nays. Will, Douglas and Kawa absent.