

**Prairie Trails Public Library District
February 8, 2018
REGULAR BOARD MEETING MINUTES**

1. The Board President called the meeting to order at 7:32 p.m.

2. ROLL CALL/PLEDGE

TRUSTEES PRESENT:	CLAUDIA ROBUCK ANN TROVATO JANET BENNICK ANITA BYRNE SCOTT BATZEL DIANE SHIELDS
-------------------	--

TRUSTEES ABSENT:	DAVID VIVERITO
------------------	----------------

DIRECTOR PRESENT:	MARY ANN LEMA
-------------------	---------------

ALSO PRESENT:	REAVIS H.S. STUDENTS
---------------	----------------------

3. REGULAR MINUTES

MOTION TO APPROVE THE REGULAR MEETING OF JANUARY 11, 2018 MEETING WAS MADE BY TRUSTEE ROBUCK, SECONDED BY TRUSTEE SHIELDS WITH A ROLL CALL VOTE AS FOLLOWS:

AYES: BYRNE, TROVATO, BENNICK, SHIELDS, BATZEL, ROBUCK

ABSENT: VIVERITO

ABSTAIN: NONE

4. AGENDA REVIEW

- Under Old Business, add C. Film Production Location License.

5. LIBRARIAN'S REPORT

- Director Lema attended a SWAN of the whole meeting; a packet is enclosed with the cost to stay in SWAN for the fiscal year 2018-2019 of \$28,332.00.
- Director Lema viewed a RAILS update webinar regarding the Museum pass program which is being revamped for local libraries.
- We held a retirement party for Trustee Valerio; on the same day we sent out staff to Reavis High School for freshman registration.
- Director Lema and Donna Dukes are creating programs for National Library Week coming up.

- Circulation is getting a credit card swipe machine for patrons to pay their fines.
- We received our Per Capita Grant money which was deposited.
- The carbon monoxide detector went off and the Fire Department was called; we replaced it.
- Director Lema is working on the Tentative Budget for next year.

6. FINANCIAL REPORTING

MOTION TO PAY BILLS WAS MADE BY TRUSTEE TROVATO; SECONDED BY TRUSTEE BATZEL WITH A ROLL CALL VOTE AS FOLLOWS:

AYES: ROBUCK, TROVATO, BENNICK, BYRNE, BATZEL, SHIELDS

NAYS: NONE

ABSENT: VIVERITO

7. CORRESPONDENCE

- The Cook County Board sent a letter that JRL Enterprises in Burbank are appealing their taxes.

8. COMMITTEE REPORTS

- We have received a quote on the thermostat replacement; we will wait until the unit is completely replaced.

9. OLD BUSINESS

- The Burbank Chamber of Commerce Installation Dinner will be on February 9, 2018 at 5:30 p.m. at the Martinique.
- The ILA Trustee Forum will be February 17, 2018; the registration is done with several trustees attending.
- Caleb Kurkowski sent an email to sign off on a Location Licensing Agreement for him to film in our library in the summer.

10. NEW BUSINESS

- Lake Katherine would like local libraries to create habitats to attract birds to the area; neighboring libraries are signing up. We would purchase plants and have our landscaper or maintenance person map out and put the eco-systems together for us.

MOTION TO APPROVE THE LAKE KATHERINE PROJECT WAS MADE BY TRUSTEE BENNICK, SECONDED BY TRUSTEE ROBUCK WITH A ROLL CALL VOTE AS FOLLOWS:

AYES: ROBUCK, TROVATO, BYRNE, BENNICK, BATZEL, SHIELDS

NAYS: NONE

ABSENT: VIVERITO

- ILA Legislative meeting will be 2-16-18 at 7:45 a.m., no one attending.
- Director Lema has accumulated names of interior designers to work on the interior spacing in the library such as seating arrangements or moving the shelving around.

11. MISCELLANEOUS

- A bill was introduced at the General Assembly banning the use of government funds for Illinois Libraries and Schools for attending programs.

12. ADA REVIEW

- None

13. CLOSED SESSION

- None

14. PUBLIC PARTICIPATION

- None

15. ADJOURNMENT

MOTION TO ADJOURN MEETING AT 8:05 P.M., WAS MADE BY TRUSTEE SHIELDS; SECONDED BY TRUSTEE BATZEL WITH A ROLL CALL VOTE AS FOLLOWS:

AYES: ROBUCK, TROVATO, BYRNE, BATZEL, BENNICK, SHIELDS

NAYS: NONE

ABSENT: VIVERITO