

**MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
TOWN AND COUNTRY PUBLIC LIBRARY DISTRICT
FEBRUARY 10, 2020**

PRESENT: Vice-President Aimee Miller, Treasurer Stephanie Butler, Secretary Kelly Gagne, Trustees Phil Albano and Heidi Casburn.

ABSENT: President David Burroughs and Trustee Elizabeth Olson.

ALSO PRESENT: Staff Members Tim Fitzpatrick, Karen Flamand, Suzann Gemini, Dwayne Nelson, Kathy Semrick, and Megan Shumaker.

LATE ARRIVALS: None.

I. CALL TO ORDER

Vice-President Miller called the Regular Meeting of the Board of Trustees of the Town and Country Public Library District to order at 7:16 p.m.

II. ROLL CALL

Vice-President Miller requested the roll be called. All were present except President Burroughs and Trustee Olson. A quorum was present.

III. ADDITIONS TO THE AGENDA

None.

IV. ADOPTION OF THE AGENDA

Treasurer Butler moved to **adopt the agenda as written.** Trustee Casburn seconded the motion.

AYES: ALL NAYS: NONE

ABSENT: Burroughs, Olson ABSTAIN: NONE

MOTION CARRIED

V. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S)

Minutes for the Regular Sessions of 12/9/2019 and 1/13/2020 were discussed. Secretary Gagne and Trustee Casburn will amend the minutes as discussed and submit them for approval at the March meeting.

VI. PUBLIC COMMENT

None.

VII. FRIENDS OF THE LIBRARY

In the absence of the Executive Vice-President Hansen, staff and board discussed the annual Trivia Bee. Staff will be attending as table judges this year. Preparations for the Friends Group annual plant sale are in progress.

VIII. TREASURER’S REPORT

Treasurer Butler advised the Board there was \$399,278.48 cash on hand on January 31, 2020. Treasurer Butler **moved to approve the Treasurer’s Report for January 2020, and to enter the trial balance ending January 31, 2020, into the public record.** Trustee Casburn seconded the motion.

AYES: ALL NAYS: NONE
ABSENT: Burroughs, Olson ABSTAIN: NONE

MOTION CARRIED

IX. LIBRARY DIRECTOR’S REPORT

The Library Director's report was reviewed in her absence.

X. LIBRARY STAFF REPORTS

The following reports have been included in the agenda packets for the Board’s perusal.

- Circulation -- Of particular note: Interviews are ongoing for soon to be vacated Circulation Clerk position(s).
- Youth Services
- Adult Services
- Cataloging items
- History and Genealogy
- Communication
- Financials

XI. COMMITTEE REPORTS

1. Personnel – None.
2. Policy – None.
3. Finance – None.
4. Building and Grounds None.

XII. EXECUTIVE SESSION TO DISCUSS PERSONNEL AND LITIGATION

At 7:58 p.m. Trustee Casburn moved to **go into Executive Session to discuss items relating to personnel and litigation and to reconvene to take action.** Treasurer Butler seconded the motion.

ROLL CALL VOTE:

**AYES: Albano Butler
Casburn Gagne
Miller**

NAYS: NONE

ABSENT: Burroughs, Olson ABSTAIN: NONE

MOTION CARRIED

At 8:13 p.m. Trustee Albano moved to **reconvene to the Regular meeting to take action.** Treasurer Butler seconded the motion.

AYES: ALL NAYS: NONE

ABSENT: Burroughs, Olson ABSTAIN: NONE

MOTION CARRIED

Treasurer Butler moved to **approve the Executive Session minutes of November 11, 2019, as amended.** Trustee Albano seconded the motion.

AYES: ALL NAYS: NONE

ABSENT: Burroughs, Olson ABSTAIN: NONE

MOTION CARRIED

XIII. IMRF DISCUSSION

Strategies were discussed regarding how to disseminate information regarding the upcoming ballot initiative to levy a new tax to provide Illinois Municipal Retirement Fund (IMRF) benefits to eligible employees of the Library District.

XIV. OLD BUSINESS

None.

XV. NEW BUSINESS

None.

XI. ADJOURN

Treasurer Butler moved to **adjourn the meeting**. Trustee Albano seconded the motion.

AYES: ALL NAYS: NONE

ABSENT: Burroughs, Olson ABSTAIN: NONE

MOTION CARRIED

The Regular Meeting of the Board of Trustees of the Town and Country Public Library District was adjourned at 8:17 p.m.



Kelly Gagne, Secretary

Aimee Miller, Vice-President