WESTCHESTER LIBRARY BOARD OF TRUSTEES                            LIBRARY BUILDING

REGULAR MEETING MINUTES                  10700 CANTERBURY ST.

DECEMBER 19, 2016                             WESTCHESTER, IL 60154

1. **Pledge of Allegiance**

2.  **Roll Call:** 7:13 PM by President Cathy Kuratko. Present were Trustee Elizabeth Hunter, Secretary Demitrus Evans, Trustee Jenice Hampton, Vice-President John Lamberti and President Cathy Kuratko. Absent: Treasurer Jerry Chenski and Trustee Sandy Laszkiewicz. Also Present: Director Fidencio Marbella, Assistant Director Bonnie Schwanz and Business Manager Allison Muzal.

3. **Public Commen**t -No Comments

4. **New Business**

1. Review of Minutes
2. Regular Meeting on October 24, 2016, Correction 4D to Vice President and not Trustee. Vice President John Lamberti moved to accept with corrections, 2nd by Trustee Jenice Hampton, motion carried
3. COTW Meeting on November 14, 2016-President Cathy Kuratko moved to accept, 2nd by Trustee Demitrus Evans, motion carried
4. Regular Meeting on November 28, 2016- correction on roll call vote, estimate of time we went back on the record. –postponed until corrections made.
5. COTW Meeting on December 12, 2016- postponed

5. **Payment of Bills**- Some payments that are different include:

Westchester Health Care – combined October, November and December, 2016

BKF payments (fax line change to VOIP, replacement of broken surveillance camera, and new data lines to copier).

New Youth off-desk computer, asbestos abatement oversight.

Remodeling (paying then charging payment to Capitol account-waiting for final remodeling amounts)

Frank Portman- Teen Author & Musician program

Motion by President Cathy Kuratko to approve payment of bills in the amount of $56,050.75, 2nd by Trustee Jenice Hampton, motion carried, payment approved.

B. **Treasurer’s Report**- Treasurer Jerry Chenski absent so report prepared by Business Manager Allison Muzal

1. Waddell & Reed market value now down to a $42,000 gain approximately, due to bond fund rising rates.
2. Still waiting on Chris Forbes from Waddell with his investment options, he said a week or two. Matt Krajniak provided a proposal and we will go over both together.
3. Budget now has a column for actual expenditures and will now go in drop box.

Motion made to approve Treasurer's report by President Cathy Kuratko, 2nd by Trustee Jenice Hampton, report approved.

C. **3D Printing** -New technology, we will pay for this from the earnings from the Waddell & Reed Reserve Funds account, some libraries have waiting lists for their 3D programing. The filament is plant based and the training will be done by a 3D printing consultant.

Motion by President Cathy Kuratko to approve the purchase of 3D Printers and the Supplies as outlined with a 10% contingency in the amount of $13,145, 2nd by Trustee Elizabeth Hunter, motion approved.

6. **Director’s Report-**

Frank Portman program- 67 attended.

Brookfield Zoo in January, large crowd around 100 are expected for it.

Adult Programs for February-Chocolate around the World

Drone Program-There was a problem in that the flying of them requires a professional FAA certified drone pilot so we will find out what the other alternatives are.

Chamber of Commerce donated to Library and the Youth Department asked for an LED Table for $656.00. The table was ordered and a thank you to the Chamber was placed on social media and in the newspaper.

SWAN approved charges of $5000 for new libraries to join.

20/10 Engineering coming out to do a mechanical assessment. We may need a new alarm system panel.

7. **Board Comments**- Question regarding autism programing- the training will be for Staff and may do a public program if demand dictates.

8. Public Comments- No Public

9. Executive Session- President Cathy Kuratko moved that  we go into Executive Sessions for the purpose of Discussing the Director's’ Annual Evaluation pursuant to 2(c)1 of the Illinois Open Meetings Act , Secretary Demitrus Evans 2nd, Roll Call vote:

President Cathy Kuratko, Vice-President John Lamberti, Trustee Jenice Hampton, Trustee Jenice Hampton, Trustee Elizabeth Hunter, and Secretary Demitrus Evans aye. 0 nays and two absent. Motion carries and board went into executive session.

10. There was an Executive meeting and then a roll call vote held to re-enter regular meeting -President Cathy Kuratko, Vice-President John Lamberti, Trustee Jenice Hampton, Trustee Jenice Hampton, Trustee Elizabeth Hunter, and Secretary Demitrus Evans aye.

Adjournment- Motioned to Adjourn by President Cathy Kuratko at 8:31 PM , 2nd by Trustee Elizabeth Hunter, Motion carried.

Submitted by Secretary Demitrus Evans