

MANHATTAN-ELWOOD PUBLIC LIBRARY DISTRICT BOARD MINUTES

September 25, 2017

The regular meeting of the Board of Trustees, Manhattan-Elwood Public Library District was called to order at 4:32 p.m.

ROLL CALL:

Present (voting member):

Sharon Gill, Robert Braam

Kim Ciuffini, Keri English,

Christine Boeringa, Jan Krekel

Not Present:

Library Staff:

Ashley Hopper, Director

Nicole Silberman, Admin. Assistant

CHANGES TO AGENDA: None

PUBLIC COMMENT: None

AUDIENCE TO VISITORS: None

MINUTES: Minutes from August 28, 2017 meeting were approved as written.

CORRESPONDENCE: Received certified letters regarding annexations and reassessments of values on properties in the library district. Also received a letter from the Illinois Comptroller regarding changes in accounting standards.

FINANCIAL REPORTS: Filed for audit.

DIRECTOR'S REPORT: Discussed circulation statistics as well as recent staff changes, including promoting Nicole Manzella to full time assistant circulation manager.

PAYMENT OF SPECIAL BILLS: None

COMMITTEES:

Long Range Plan: Discussed updating the long range strategic plan as the previous plan goes through 2018. It was agreed to create another 5 year plan. Possible topics to be covered in the next long range plan include technology upgrades, facility and parking lot maintenance/upgrades, staff training, and potential options for library service in Elwood.

Serving our Public: Secretary Ciuffini reviewed and discussed Chapter 1 (Core Standards) and Chapter 2 (Governance). Vice President Braam will review Chapters 3 and 4 for October meeting.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Employee Insurance: Discussed health insurance plan options to be offered to full time employees eligible for health care coverage.

Closed Circuit Cameras: Discussed possibility of having security cameras installed at library entrances/exits as well as at circulation desks as an additional security measure. Vice President Braam motioned and Treasurer English seconded the motion to approve closed circuit cameras expenditure, not to exceed \$7,500. Motion passed unanimously with a roll call vote.

ADJOURNMENT: 6:10pm

Respectively submitted,

Nicole Silberman, Administrative Assistant