

MINUTES
Board of Trustees – Special Meeting
Edwardsville Public Library

Date: Wednesday, December 20, 2017
Time: 6:30 pm
Place: Meeting Room

A. Call to order and roll call of members:

President Bob LaRose called the meeting to order at 6:31 pm.

Members Present:

Gary Denué
Pete Fornof
Kim Harrison
Chris Lafikes
Bob LaRose
JoAnn Nabe
Francie Powell
Sharon Whittaker
Gloria Zupanci

B. Introduction of guests:

Interim Librarian-Director, Jill Schardt; Assistant Director, Cary Harvengt

C. Public Comment

None.

D. Committee Reports:

1) Building

Cary reported that she has obtained a bid to add fire safety sprinkler heads to the lower level boiler room and to the lower level storage closet under the north stairway, as recommended by the fire marshal during our annual inspection. Kane Fire Protection, Inc. will charge \$5,800.00 to complete this project (\$3,800.00 for the boiler room and \$2,000.00 for the storage closet), not including taxes and building permit.

Motion by Pete Fornof, seconded by Kim Harrison, to approve adding sprinkler heads to the boiler room and storage closet at a cost of \$5,800.00.

Roll call:

Gary Denué – yes
Pete Fornof – yes
Kim Harrison – yes
Chris Lafikes – yes
JoAnn Nabe – yes
Francie Powell – yes
Sharon Whittaker – yes
Gloria Zupanci – yes

Bob LaRose – yes

Motion carried.

2) *Personnel*

Jill reported that Emily Wilkens has been hired as our new cataloger, replacing Zach Henderson.

3) *Finance*

Jill reported that she will submit the per capita grant request by the January 15, 2018 deadline. She is working with Chris Lafikes to obtain the required trustee section of the grant application. The board agreed that Jill and Cary could review the application and submit it without further board review.

E. Presentation to Board

Jill made a presentation to the board summarizing administrative staff input for possible changes in staffing structure, and feedback on where we'd like to focus library goals and objectives. Jill asked that the board make a decision regarding the Facilities Coordinator position so that it could be posted soon. The board agreed that they would take the suggestions under advisement, and that we could move forward in hiring a new person for Facilities Coordinator position.

Motion by Gary Denué, seconded by Francie Powell, to post the expanded position of Facilities Coordinator immediately.

Roll call:

Gary Denué – yes

Pete Fornof – yes

Kim Harrison – yes

Chris Lafikes – yes

JoAnn Nabe – yes

Francie Powell – yes

Sharon Whittaker – yes

Gloria Zupanci – yes

Bob LaRose – yes

Motion carried.

Jill and Cary were dismissed at 8:08 pm and the Board convened an Executive Session.

Motion by Francie Powell, seconded by Chris Lafikes to move into Executive Session to discuss personnel issues.

Roll call:

Gary Denué – yes

Pete Fornof – yes

JoAnn Nabe – yes

Francie Powell – yes

Gloria Zupanci – yes

Bob LaRose – yes

Motion carried.

Executive session adjourned at 8:22 pm.

Motion by Francie Powell, seconded by Kim Harrison to appoint Jill Schardt as Interim Director with a salary of \$30.00 per hour effective December 1st, 2017.

Motion carried.

F. Adjournment of regular meeting

Motion by Francie Powell, seconded by Kim Harrison to adjourn. The regular meeting was adjourned by President LaRose at 8:34 pm.