

MINUTES OF THE WOODSTOCK PUBLIC LIBRARY BOARD OF TRUSTEES

President Mary Ann Lenzen called the August 7, 2014 meeting to order at 7:32 p.m. in the Board Room of the library.

TRUSTEES PRESENT: Leslie Schubert, Mary Ann Lenzen, Robert Laurie, Gayle Hoch, Paul Lockwood, Tara Muilkens, and Betty Hopp

ALSO PRESENT: Nick Weber, Library Director
Stephanie Palmer, Administrative Assistant
Roscoe Stelford, City Manager

ABSENT: Lori Nerland and Dan Lemanski

MINUTES:

Paul Lockwood moved that the closed minutes of the June 5, 2014 meeting be approved as corrected. Leslie Schubert seconded and the motion passed unanimously.

Betty Hopp moved that the minutes of the regular July 10, 2014 meeting be approved as corrected. Gayle Hoch seconded and the motion passed unanimously.

PUBLIC COMMENT ON NON AGENDA ITEMS: Mary Ryan stopped in to give an update on Summer Reading, Fall Programming, and the YA department.

APPROVAL OF EXPENDITURES:

- **Building Fund expenditures:** Paul Lockwood motioned to approve the building fund expenditures of \$2,766.00. Mary Ann Lenzen seconded and the motion passed unanimously.
- **Operating expenditures:** Paul Lockwood motioned to approve the operating fund expenditures in the amount of \$27,271.38. Robert Laurie seconded and the motion passed unanimously.

LIBRARIAN'S REPORT:

Summer reading finished strong in July with at least 500 or more participants compared to last year. All the paperwork has been signed for receiving the CDBG grant money. Circulation is up slightly compared to last year. Thanks to the City the Library will be experiencing some lighting upgrades. Four Kindles have arrived and will be available for checkout sometime in September. Kate has settled in well and will provide Mary with much needed support in programming and collection development. The library newsletter will be coming out before Labor Day. NIC directors talked about replacing the cataloguing software.

UNFINISHED BUSINESS:

Roof Repairs and Maintenance: The library received confirmation on the CDBG money. The RFPs (Request for Proposal) are almost ready to go out.

Signage: Someone will be out soon to look at the signage inside the library. Until then the staff have been working on some in house sign updates like the end caps.

Logo Contest: The library board reviewed the draft of the Logo Contest Rules.

Betty Hopp made a motion to accept the logo contest rules as presented by the PR committee. Mary Ann Lenzen seconded and the motion passed unanimously.

Naming Rights and Bequests: Discussion to Continue in September

Eliminating the Digital Divide Grant: Spending has started for the EDD Grant with the purchase of the Kindles, Laptops, and scheduling of both the English and Spanish computer classes.

NEW BUSINESS:

EDGE/ Per Capita: Nick Weber and Robert Laurie attended the EDGE seminar to qualify the library for its Per Capita Grant.

Chapter 7 Illinois Standards for Libraries: The Board received Chapter 7 for review discussion will continue in September.

PR/Marketing Committee Report: Paul Lockwood updated the board on when the PR committees next planned meeting on Monday August 18, 2014 at 7:30 p.m.

Art Committee/ Gallery Report:

Gayle Hoch updated the board on the current painting plans for the Gallery space. The art committee expects the space to be done sometime before Labor Day with the first exhibit featuring R.H. Palenske.

ADJOURNMENT: Betty Hopp moved to adjourn the meeting. Tara Muilkens seconded, and the motion passed unanimously. The meeting adjourned at 8:45 p.m.