



BOARD OF TRUSTEES
Regular Meeting

December 18, 2018

1. Call to Order & Roll Call-6:00 PM

Trustees Present: Elmore, Mays-Browne, Tatum, Dixon

Trustee Absent: Drayer, Uza

Trustee arrived at 6:33 PM

2. Recognition of visitors

- Eugenia White-Library Community Ambassador
- Doreen Berrien-Business Office Manager

3. Public Comment

- None

4. Community Ambassador's Report

- Eugenia White-Library Community Ambassador presented a detail report regarding the community involvement with the library.

5. Window Replacement Project Update

- Director Brian Vagt gave an updated report on the window replacement project.
- The Board discussed possibly filing a complaint against the contractor due to possibly breach in the contract.
 - The Board requested a detailed report from Director Brian Vagt and Dan Eallanrdo-Independent Construction Services that will be submitted to the library's attorney.

5. Approval/adjustment of agenda

MOVE TO APPROVE THE ADJUSTMENT OF AGENDA TO TABLE 8A, 8B, AND 8C

Motion: Trustee Mays-Browne Ayes: All

Second: Trustee Elmore Nays: None

Motion Passed

7. Consent Agenda (action for all)

A. Approval of Minutes

- November 26, 2018 Levy Ordinance minutes
- November 26, 2018 Regular board meeting minutes

B. Treasurer's Report

- November 2018

C. Bill Claimed Lists

- December 2018: \$31,564.59
- December 2018 #2: \$25,610.40

MOVE TO ACCEPT THE CONSENT AGENDA; INCLUDING THE NOVEMBER 26, 2018 REGULAR BOARD MEETING MINUTES, NOVEMBER 2018 TREASURER'S REPORT AND ALL DECEMBER, BILLS CLAIMED LIST IN THE AMOUNT OF \$57,174.99

Motion: Trustee Mays-Browne Ayes: All
Second: Trustee Tatum Nays: None
Motion Passed

D. Business Manager's Financial Review

- Doreen Berrien-Business Office Manager presented the financial report in detail.
- Doreen Berrien-Business Office Manager will prepare a projection budget based upon the finances that the library currently has.

8. New Business

A. Approval of Change Order for providing additional solid surface stools at corner windows

MOVE TO APPROVE THE CHANGE ORDER FOR PROVIDING ADDITIONAL SOLID SURFACE STOOLS AT CORNER WINDOWS IN THE AMOUNT OF \$1,773.00.

Motion: Trustee Elmore Ayes: All
Second: Trustee Tyler Nays: None
Motion Passed

B. Approval of Information Technology Assessment & Cybersecurity Inspection for Business Manager's Computer and Entire Network

MOVE TO APPROVE INFORMATION TECHNOLOGY ASSESSMENT & CYBERSECURITY INSEPCATION FOR BUSINESS MANAGER'S COMPUTER AND ENTIRE NETWORK.

Motion: Trustee Tyler Ayes:
Second: None Nays:
Motion Not Passed

9. Old Business

A. Strategic Plan Discussion

- This item has been tabled

B. Prairie Grass Removal Quotes

- This item has been tabled

C. Technology Manager Position & Job Description Discussion

- This item has been tabled

D. Approve the Board Meeting Dates for 2019

MOVE TO APPROVE THE BOARD MEETING DATES FOR 2019

Motion: Trustee Tyler Ayes: All
Second: Trustee Mays-Browne Nays: None
Motion Passed

10. Director's Report

- Director Brian Vagt presented his report in detail.

11. Communications

- None

12. Executive Session

Pursuant to 5 ILCS 120/2, go into Executive Session for the purpose to “discuss the appointment, employment, compensation, discipline, performance or discipline of specific employees of the public body”

13. Adjournment

MOVE TO ADJOURN 7:55 PM

Motion: Trustee Tyler Ayes: All
Second: Trustee Mays-Browne Nays: None
Motion Passed