

**Meeting Minutes of the
Lyons Regional Library District Board of Trustees**

Called to order at: 6:20 pm

Status	Name	Title/Organization	Status	Name	Title/Organization
x	Kathleen Crane	Pres/LRLD Board of Trustees		Jan Vermilye	Building Committee
x	Lori Adams Weaver	Secretary/LRLD Board of Trustees		Joe Meckle	LRLD Building Committee
x	Erin Biesiada	Treasurer/LRLD Board of Trustees		Paul Wember	Wember
x	Darcie Sanders	Vice--Pres/LRLD Board of Trustees		Quentin Rockwell	Wember
x	Lisa Sobieniak	Member/LRLD Board of Trustees		Cristabell Cardenas	Wember
x	Sarah Catchpole	Member/LRLD Board of Trustees		Dennis Humphries	Humphries Poli
x	Sandy Banta	Member/LRLD Board of Trustees		Krishna Mainali	Humphries Poli
x	Katherine Weadley	LRLD Library Director		Dr Liz Early	LRLD Foundation
	Dan Greenberg	Trustee/Town of Lyons/Liaison			Friends of the Library
					Public

Lyons Regional Library District Board of Trustees

Meeting Agenda January 16, 2018, 5:30 PM

405 Main St, Lyons

Bylaws Review Workshop 5:34-6:19pm (see discussion in Policy Report re Bylaw revisions)

1. Open Regular Board Meeting 6:20 pm
2. Public input: None
3. Consent Agenda
 - a. Request for items to be removed: None
 - b. Approval of remaining items: Sandy moves to approve all items, Darcie seconds, APPROVED (7-0)
 - c. Discussion of removed items right here or reassignment to a spot lower down in Agenda: NA
4. Friends Report: Book Club/Trivia night planned for March 2018; Annual Meeting April 2018; Friends have decided not to participate in the TOL Official Ice Rink opening; additional info items in Directors Report

5. Foundation Report: Continue to search and apply for grants, reaching out to donors, house parties planned; additional info items in Foundation Report

6. Library Director's Report: Library Director complimented by board for finishing FY2017 on budget! additional info items in report; interesting trend noted - across the state e-book loans are down

7. Town Liaison Report: None

8. Committee Reports

a. Building Committee: Due to reduced DOLA grant award new library will NOT be seeking LEED or Green Globe certification (due to this increased expense); every effort will be made to produce a "green" building
- Vote to approve IGA (still waiting on legal description) Fee waiving items updated/clarified; document approved pending adding addition of legal description (TOL in process) Lisa moved to approve, Sarah seconds APPROVED (7-0)

b. Finance Committee

- Vote to Approve updated MOU with Fire District re: URA: discussed - Darcie voiced concerns of naming a specific individual to the post as well as the short term of 1 year; Sarah moved to approve as is, Erin seconds APPROVED (6-1)

- Update on Financing: In future months board will be voting regarding the potential selection of the capitalizing interest option; this will waive 2018 interest payment but will roll this amount into the loan (thus slight increase in future payments); additional documents available for board review in Dropbox

c. Policy Committee -

- Vote to Approve changes to Bylaws: decision made to put changes into new document for Consent Agenda at February Meeting

d. Communications Committee: Continue to seek opportunity to publicize building project/success thru newspaper articles; continue to seek funding/grants; see report for additional info

e. Human Resources Committee: Example Trustee self evaluation form discussed, Sarah will make changes making the form more LRLD specific and Trustees will complete evaluation prior to an April workshop. Additional info available in report

9. Other business

a. Vote to Appoint Officers for 2018 Sandy moved to appoint following individuals, Lisa seconds APPROVED (7-0); of note, this is Kathleen's 3rd term as president, per Bylaws a majority vote of Trustees can allow a 3rd term as officer of the board)

i. President: Kathleen Crane

ii. Vice-President: Darcie Sanders

iii. Secretary: Lori Adams-Weaver

iv. Treasure: Erin Biesiada

- b. Thank you letter to DK/Use of donor stories for Cap Fund: Dale/Oskar Blues has donated funds in amount sufficient to allow naming rights of the new building
- b. Discussion of Dropbox maintenance – starting January 2018 members are responsible for clearing their own files out of NextUp and archiving them appropriately
- a. Plan for February 20th Meeting, plus any Special Meetings that might be necessary
 - i. Looking ahead:
 - 1. May meeting tentatively moved to 8th due to questionable quorum
 - i. Opportunities
 - 1. Lyons Chamber of Commerce Meeting 1/18/2018
 - 2. TOL Board of Adjustments Meeting 2/8/2018 7pm
 - 3. Building Committee Meeting 2/13/2018 1pm Crane Home

- 1. Calendars: **update vacations & planning calendar*** for next month

Meetings: Upcoming Friends/ Foundation/LACC/LAHC meetings

Other important upcoming deadlines not covered in Agenda?

Adjourned at: 7:40pm Lori moved to close, Darcie seconds approved (7-0)

Consent Agenda (please look in the “Consent Agenda Items for Your Review” folder in NextUp for supporting documents; NOTE: they will NOT necessarily be in same order because that folder is not a list but an alpha-beta sort)

- 1. Regular Board Meeting Minutes (Dec 12th)
- 2. Trustee handbook sections: Governance, Planning, Finance
- 3. Resolution 2018-01 Posting Notice
- 4. SIPA eligible agreement