

FREEPORT PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
August 9, 2017 – 6:00 p.m.

A meeting of the Freeport Public Library Board of Trustees was held in the Library's Boardroom on August 9, 2017. Vice President Jim Ferrar presided and called the meeting to order at 6:00 p.m.

Members Present:     Jim Ferrar                     Jim Bielien  
                               Barb Green                     Rebecca Quiggle  
                               Liz Gridley                     Larry Pittsley  
                               Scott Haugh                     Jennie DeVine

Members Absent:     Nita White

Also present were Director Carole Dickerson, Youth Services Supervisor Anna Doyle, Adult Services Supervisor Laura Keyes, and Circulation and Outreach Coordinator Geoff Graham.

Administrative Assistant Connie Hoffman acted as Recording Secretary.

**APPROVAL OF MINUTES**

Scott Haugh moved and Jennie Devine seconded to approve the July 12, 2017 Board of Trustees meeting minutes. The motion carried.

**FINANCIAL REPORT**

Barb Green moved and Rebecca Quiggle seconded to accept the accompanying Financial Reports for July 2017. Motion carried. The snapshot budget for July was passed out to the board members.

**STAFF REPORTS**

Adult Services Supervisor Laura Keyes told the board of the success of the summer reading program and that the grand prizewinner will receive a Samsung tablet.

Youth Services Supervisor Anna Doyle reported that the final number for summer reading sign-ups was 670 children and that she has awarded three children with grand prizes.

Circulation and Outreach Coordinator Geoff Graham informed the board that volunteers completed 140 hours during the month of July. He also told the board that he would be participating in the Highland Community College Leadership Institute starting in September.

**LIBRARIAN'S REPORT**

**PUG Day and Holiday Schedules – Discussion and Action**

Director Dickerson presented to the board for discussion an administrative closure for Veterans Day on Saturday, November 11 and recommended an administrative closure for Saturday, December 23. Scott Haugh moved and Barb Green seconded the November 11 closure. Motion carried. Liz Gridley moved and Scott Haugh seconded the December 23 closure. Motion carried.

PUG Day and Holiday Schedules – Discussion and Action (cont.)

Dickerson requested that the library be closed September 29 for an in-service day, which would allow staff to attend training available through the PrarieCat Consortium. Scott Haugh moved and Barb Green seconded the closure for Prairiecat Users Group (PUG) Day on September 29. Motion carried.

ELECTION OF OFFICERS

Scott Haugh nominated Jim Ferrar to be president of the board. A roll call vote was taken electing Jim Ferrar president. Scott Haugh agreed to serve as vice-president of the board. A roll call was taken approving his election.

COMMITTEE REPORTS

Newly elected President Jim Ferrar passed out a sign-up sheet for committees of the library board. He read the by-laws that states each board member should sign-up for at least two committees.

Administrative Committee: Did not meet.

Finance Committee: Did not meet.

Building and Grounds - Gallery Café Proposals – Discussion and Action:

Barb Green and Larry Pittsley presented a recommendation to go into an agreement with Christina's Bakery to fill the vacancy in the Gallery Café. Larry Pittsley made the motion and Rebecca Quiggle seconded to accept the proposal of Christina's Bakery for the Gallery Café. Motion carried.

COMMUNICATIONS/BOARD COMMENTS

President Ferrar read a thank you card from former President Jill Collin.

UPCOMING EVENTS

Director Dickerson alerted the board to her upcoming column about the Local History Series in September.

EXECUTIVE SESSION FOR THE PURPOSES OF THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DIMISSAL OF A SPECIFIC EMPLOYEE OR LEGAL COUNSEL FOR THE PUBLIC BODY LAWFULLY CLOSED UNDER THE ILLINOIS OPEN MEETINGS ACT, WHETHER FOR PURPOSES OF APPROVAL BY THE BODY OF THE MINUTES OR SEMI-ANNUAL REVIEW OF THE MINUTES AS MANDATED BY SECTION 2.06 OF THE ILLINOIS OPEN MEETINGS ACT, AS AUTHORIZED BY SECTION 2(c)(21) OF THE ILLINOIS OPEN MEETINGS ACT, CODIFIED AT 5 ILCS 120/2(c)(21).

Scott Haugh moved and Rebecca Quiggle seconded a motion to go into executive session. The motion carried with a roll call vote.

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**Personnel Services from Keister & Associates – Discussion and Action**

The board discussed hiring a recruiting firm to secure a new director for the library. Larry Pittsley moved and Scott Haugh seconded to retain the recruiting firm for the initial first step process.

The meeting adjourned at 8:03 p.m.

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Connie Hoffman, Recording Secretary