

**Minutes of the Regular Board Meeting
of the
Riverside Public Library Board of Trustees
June 12, 2018**

Held Tuesday, June 12, 2018 in the Public Meeting Room of the Riverside Public Library, 1 Burling Road, Riverside, Illinois, called for 7:00 pm.

In Attendance: President, Joan Wiaduck; Vice President, Ken Circo; Secretary, Courtney Greve Hack; Michael Hagins, Jen Pacourek and Patrick White

Also in Attendance: Janice A. Foley, Library Director; Jackie Aumann, Finance & Personnel Coordinator and Christine Legan, Administrative Assistant

Absent: Michael Flight, Treasurer

Called to order at 7:04 pm by President Joan Wiaduck.

Review of Minutes

Ken Circo moved, and Jen Pacourek seconded, that the Board approve the minutes of the May 8, 2018 regular meeting.

Ayes: Circo, Hagins, Pacourek, White

Nays: None

Abstained: None

The motion passed.

Review of Current Bills

Patrick White moved, and Ken Circo seconded, that the Board approve the payment of payroll checks for department numbers 001 through 004, and accounts payable check numbers 20703 through 20722, and 20728 through 20751 in the total amount of \$76,804.31, which includes payroll through May 31, 2018.

Roll Call Vote:

Ayes: Circo, Hagins, Pacourek, White

Nays: None

Abstained: None

The motion passed.

Review of Financial Statements

Patrick White moved, and Ken Circo seconded, that the Board approve the financial statements for May 31, 2018, subject to audit.

Roll Call Vote:

Ayes: Circo, Hagins, Pacourek, White

Nays: None

Abstained: None

The motion passed.

Courtney Greve Hack arrived at 7:05 pm.

Committee Reports

Finance

Jackie Aumann informed the Board that the funds transfer from the Library Gift Fund into the newly created Lower Level Renovation Fund was completed and a new financial statement is included in the Board packet.

Joan Wiaduck and Courtney Greve Hack commended Jackie Aumann for her work towards achieving a successful audit.

Policy & Bylaws—Library Incident May 24

The Library Director informed the Board that she received a letter from Thomas Weitzel, Riverside Chief of Police. He thanked the Library staff for assisting the police department in their efforts to arrest a convicted child sex offender who was using library computers for illegal activity on May 24. In order to take a strong stance against the predator, Patrick White urged the Library Director, Joan Wiaduck and the Board to write letters to the Cook County State's Attorney requesting that the Library be subpoenaed to appear in court. Patrick White offered to testify as a representative of the Board.

Policy & Bylaws—Public Meeting Room Policy

Jen Pacourek moved, and Courtney Greve Hack seconded, that the Board approve the Public Meeting Room Policy as presented.

Ayes: Circo, Greve Hack, Hagins, Pacourek, White

Nays: None

Abstained: None

The motion passed.

Technology

Michael Hagins advised the Board that he has not yet met with committee members, but that additional measures are being put into place to curtail Internet violations. Two new security cameras were installed outside of the Quiet Reading Room. These can be monitored from the computers at the IS desk, Sharon Shroyer's desk and the Library Director's desk. The IS desk will be moved from the Great Room to the atrium so that the staff can oversee computer use.

Sharon Shroyer contacted the reservation software company's tech support to enable nonresidents to log in with their home library card, rather than a guest pass, so that we have a record of who is using the computers. However, there would be no way to limit nonresidents' usage to ninety minutes as is our current policy. At this time, we are continuing to issue guest passes, but we are requiring nonresidents to present an ID when using the computers.

The Board discussed the possibility of filtering Internet sites, but the Library Director stated that we cannot restrict access. When patrons log in, they are agreeing to our Internet Acceptable Use Policy. Courtney Greve Hack suggested that the Library release a public statement explaining that we are taking active measures to prevent violations of Library policy.

Michael Hagins commended Janice Foley and staff for their efforts involving the May 24 incident.

Special Projects – Lower Level Renovation Project

Ken Circo informed the Board that he met with the Library Director to discuss phasing options and the cost estimate breakdown for each portion of the Lower Level Renovation Project. They concluded that phasing the project would be difficult because many aspects are interconnected and hinge upon the other, such as paint, lighting and new carpeting which would need to be completed all at once. The Board agreed, and decided that the Early Learners area should be the initial focus of the renovation since it is a closed-off space and it would have the most dramatic impact for the public.

The Board discussed the Village of Riverside's upcoming referendum and how that might affect the Library's efforts to fundraise for the Lower Level Renovation Project. Joan Wiaduck stated that she would reach out to Jessica Francis, Village Manager, and Ben Sells, Village President to clarify the Village's intent for the referendum as it pertains to the Library.

The Board discussed the construction of a thermometer board to display outside the Library to publicly mark progress towards the Lower Level Renovation fundraising goals.

The Board discussed displaying a cut-out board of Dewey for photo ops and to promote the Lower Level Renovation Project at Guthrie Park on July 4. Ken Circo offered to attempt the construction of the board.

Staff Reports

The Board reviewed the staff reports. Ken Circo commented that the staff should be commended for their hard work.

Director's Report

The Board reviewed the Library Director's report.

Announcements

The Library Director informed the Board of a request by Dennis Gary to reserve the Library Great Room and Quiet Reading Room for Martine Gary's memorial on Sunday, July 8, 2018 from 1-3 pm. This would be an after-hours event for 60-70 people at the standard cost of \$300 for the use of the rooms and \$100/hour, totaling \$500.

Jen Pacourek moved, and Ken Circo seconded, that the Board approve the after-hours event on July 8, 2018 for a \$500 fee.

Roll Call Vote:

Ayes: Circo, Greve Hack, Hagins, Pacourek, White

Nays: None

Abstained: None

The motion passed.

The Library Director reported that she will send out an email for volunteers to sign up for the 4th of July parade and the table in Guthrie Park. She also reported that Michael

Flight has funded safety vests with the Dewey mascot for marchers to wear during the parade. The tattoos for parade-goers are in, and the bookmarks and candy have been ordered.

Ken Circo spoke with artist Rafael Nieves who is interested in creating stylized prints of the Library, which we could then purchase and resell as a fundraiser for the Lower Level Renovation. The Library Director suggested that Friends of the Library might be able to spearhead this endeavor.

Adjournment

Upon motion by Patrick White, seconded by Jen Pacourek and passed unanimously, the meeting was adjourned at 8:40 pm.

President

Secretary