

Monday, June 17, 2019

7:00 p.m.

**I. Call to Order**

The Board of Trustees of the Wheaton Public Library held its regular monthly meeting on Monday, May 20, 2019, in the Library Board Room. Board President Christine Fenne called the meeting to order at 7:00 p.m. Members present at roll call were: Mr. Cho, Mrs. Fenne, Mr. Herbach, Mr. McDonough, Mr. McHaley, Mrs. Metanchuk and Ms. Morton. Absent: Mr. Lyon and Ms. Staron. Betsy Adamowski, Library Director and Lisa Christell-Sandri, Library Finance Manager and recording secretary for this meeting, were in attendance. Mrs. Fenne led the attendees in the Pledge of Allegiance.

**II. Citizens to be Heard**

There were no citizens to be heard. Janet Dumas, Head of Youth Services, was presented the gift of a crystal book in honor of her retirement at the end of July. Mrs. Fenne spoke about Mrs. Dumas' many accomplishments to the Library's Youth Department. Everyone wished her well.

Ms. Staron entered the meeting at 7:05 p.m.

**III. Introduction and Swearing-In of Newly Appointed Board Member Tameka Simone Morton**

Mrs. Fenne introduced Ms. Morton and swore her in. The Board members welcomed her.

**IV. Department Head Presentation – Lisa Barefield, Head of Teen Services**

Mrs. Barefield spoke about some of the things going on in the Teen Department. She has worked on making the Teen Space comfortable for kids to want to visit. She has a "Positivity Post-It" wall that gets a lot of good, positive comments put on it. She is going to get a collection of used books for the purpose of kids writing comments/notes in the margins – this is a new concept and she is excited about starting it. Her Teen Associate, Brita, has been doing DIY pop-up programs that are well-attended. She is having gaming tournaments, kids using iPads to make "Video Creations," among other activities. The Summer Reading sign-ups are greater than last year. Mrs. Adamowski added that she is very proud that Mrs. Barefield is involved in the Illinois Library Association.

**CONSENT AGENDA**

**V. Minutes for the May 20, 2019 Board Meeting**

**VI. Financial Reports for May 2019 and Bill Listing for June 2019 Payment**

Mr. McDonough moved and Mr. Herbach seconded to approve the Consent Agenda items.

Roll Call Vote

Ayes: Ms. Staron  
Mr. McDonough  
Mr. McHaley  
Mr. Herbach  
Ms. Morton  
Mrs. Metanchuk  
Mr. Cho  
Mrs. Fenne

Nays: None

Absent: Mr. Lyon

Motion Carried

**VII. Friends of the Library Report – Mrs. Adamowski**

There was no report.

**VIII. Library Director’s Report for June 2019**

Mrs. Adamowski attended a presentation by Congressman Sean Casten at the library sponsored by Wheaton Chamber of Commerce. Beginning in June, Congressman Casten’s staff will have mobile office hours the 3<sup>rd</sup> Tuesday of each month from 10:00 – 2:00 p.m. to answer questions from the public. The Wheaton Park District agreed to partner with the library for a mini-golf event that will be in January. A committee is being formed and the details are being worked out. The proceeds from this event will be split between the library and the Historical Society. There will be a volunteer starting tomorrow. She will be working on Capital inventory which will help us to eventually develop a Capital Asset Plan.

**IX. Unfinished Business**

**A. Motion to Approve Transferring \$30,300 from General Fund to Operating Budget to Complete Installation of Cable and Equipment to Provide 100% Cell Coverage for Youth Floor**

Mrs. Metanchuk moved and Ms. Staron seconded to approve the motion. Mrs. Adamowski explained that the lower level Youth floor gets very little cell coverage and it could become a safety issue.

Roll Call Vote

Ayes: Mr. McHaley  
Mr. Herbach  
Mr. Cho  
Mrs. Metanchuk  
Ms. Morton  
Mr. McDonough  
Ms. Staron  
Mrs. Fenne

Nays: None

Absent: Mr. Lyon

Motion Carried

**B. Motion to Approve the Studio GC Vision II Project Proposal for \$17,600 to be Done in 2020**

Mrs. Metanchuk moved and Mr. Cho seconded to approve the motion. Mrs. Adamowski noted that the project will not be done until 2021; this is for the planning of the project.

Roll Call Vote

Ayes: Ms. Morton  
Mr. McDonough  
Mr. McHaley  
Ms. Staron  
Mrs. Metanchuk  
Mr. Cho  
Mr. Herbach

Mrs. Fenne

Nays: None

Absent: Mr. Lyon

Motion Carried

**C. Discussion of Donor Wall Giving Levels**

Kelley McDonald, Marketing Supervisor, is putting together a design for the donor wall display. Mrs. Adamowski said it will be a modern-looking tree and will be placed on the right-side wall in the library, just outside the café entrance. She noted that there will be track lighting to make it a prominent display. There was consensus among the Board members that the giving levels were good.

**D. Discussion of Café on the Park Service Agreement**

Mrs. Fenne explained to the newer Board members the history of the café and that it was reasonable to have the next agreement be for three years. Mrs. Fenne emphasized that the agreement is for concessionaire services and not a rental or lease agreement. Mrs. Adamowski stated that the café is popular and ranked high on the last community survey. There was consensus among the members to recommend a three-year agreement to the City when it comes up for renewal in August.

**X. New Business**

**A. Discussion of Vietnam Memorial Plaque on Main Floor**

The plaque is in honor of P.F.C. James Howard Monroe, a Wheaton native, who received the Congressional Medal of Honor. Monroe Middle School is named after him. Members asked how the library received the plaque. Mrs. Adamowski said she would research older minutes and find out. There were some ideas about what to do with the plaque: place it somewhere in a more prominent place in the library, give it to Monroe Middle School or possibly have it placed in Adams Park. Mr. McDonough noted that Monroe School already has a display honoring P.F.C. Monroe and that it would be good for the whole community to know about this veteran. This topic will be addressed again at a future meeting when more information has been obtained.

**XI. Closed Session:**

Mrs. Fenne asked for a motion to go into Closed Session for the purpose of reviewing Closed Session Minutes 5 ILCS 120/2 (c)(21). At 8:04 p.m., Mr. McDonough moved and Mr. McHaley seconded to go into Closed Session.

Roll Call Vote

Ayes: Ms. Staron  
Mr. McHaley  
Mrs. Metanchuk  
Mr. Cho  
Mr. Herbach  
Mr. McDonough  
Ms. Morton  
Mrs. Fenne

Nays: None

Absent: Mr. Lyon

Motion Carried

Mr. Fenne stated that R-01-19 Resolution Authorizing the Release of Closed Session Minutes will be voted upon after the Closed Session

**XII. Return to Open Session**

**A. Adopt R-01-19: Resolution Authorizing the Release of Closed Session Minutes (see attached)**

**XIII. Board Member Comments (Round the Table)**

Mrs. Fenne mentioned the library's Program Guide showed an Orientation of the BRC (Business Resource Center). Mrs. Fenne presented outgoing Trustee, Carl Cho, with a crystal book. She spoke about his years of service on the Board, starting just before Mrs. Adamowski began her tenure at the library. He shared a story about Mrs. Adamowski, soon after she became Director, having a library book dedicated to his newborn daughter, Olivia. Just recently, Olivia, who had been searching for that book in the library, found it and was very proud to show it to him. The members wished him well.

**XIII. Adjournment**

There being no further business of the Wheaton Public Library Board of Trustees, Mr. McDonough moved and Mr. Herbach seconded that the meeting be adjourned. A voice vote was taken and the motion for adjournment carried at 8:20 p.m.

Respectfully Submitted,  
Lisa Christell-Sandri  
Finance Manager  
Wheaton Public Library

RESOLUTION R-01-19

A RESOLUTION AUTHORIZING THE RELEASE OF CLOSED SESSION MINUTES

WHEREAS, 5ILCS/120 2.06 (d) provides that minutes of closed sessions should be made public once a public body determines that it is no longer necessary to protect the public interests or the privacy of an individual by keeping the minutes confidential; and

WHEREAS, the Wheaton Public Library Board of Trustees, in open session, reviewed the minutes of past closed sessions currently kept in a closed file; and

WHEREAS, the Wheaton Public Library Board of Trustees has determined that a need for confidentiality still exists as to the minutes from the closed session meetings listed on Attachment "A" to this resolution; and

WHEREAS, the Wheaton Public Library Board of Trustees has further determined that the need for confidentiality no longer exists as to the review session minutes from the closed session meetings listed on Attachment "B" to this resolution and that these minutes should be made available for public inspection; and

NOW, THEREFORE, BE IT RESOLVED by the Library Board of Trustees of the City of Wheaton, Illinois, that the Library Director is hereby directed to place the following closed session minutes in an open file as listed on Attachment "B" to this resolution.

ADOPTED this 17<sup>th</sup> day of June 2019.

Mrs. Fenne  
Library Board President

ATTEST:

Mr. McHaley  
Vice President

Roll Call Vote:

Ayes: Mr. McDonough  
Mrs. Metanchuk  
Ms. Morton  
Mr. Cho  
Mr. McHaley  
Ms. Staron  
Mr. Herbach  
Mrs. Fenne

Nays: None

Absent: Mr. Lyon

ATTACHMENT "A" –RESOLUTION R-01-19  
(Minutes Not to be Released)

April 1, 2013

April 8, 2013

April 15, 2013

May 1, 2013

September 16, 2013

May 18, 2015 (Item X. b.)

ATTACHMENT "B" – RESOLUTION R-01-19  
(Minutes to be Released)

December 17, 2018

April 15, 2019