

Monday, January 21, 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, January 21, 2019, in the Library Board Room. Board President Christine Fenne called the meeting to order at 7:03 p.m. Members present at roll call were: Mr. Cho, Mrs. Fenne, Mr. Lyon, Mr. McDonough, Mrs. Metanchuk and Ms. Staron. Absent: Mr. McHaley and Mr. Sanguinetti. 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

None

III. Discussion of Strategic Plan – Sarah Armstrong, Sarah Keister Armstrong & Associates

Mrs. Adamowski began by reviewing the 2013 Strategic Planning process which, like this one, started with using Community Survey results and included input from Management Staff and the Library Board. Ms. Armstrong continued the discussion by explaining the layout of the 2019-2020 Strategic Plan. The first page lists WPL's Strategies and Goals and is what the public will see and the following two pages support those more specifically and are action-oriented to be used by the library departments to reach their goals. The Board members asked questions and made suggestions about some of the wording and actions. In addition to the Strategic Plan, Mrs. Adamowski asked the members what they felt the monthly Board packet should and shouldn't contain (other than the required items). This will help the Board to know and be able to communicate the Library's value to the community. Various members noted what they did and didn't find useful.

CONSENT AGENDA

IV. Minutes for the December 17, 2018 Board Meeting

V. Financial Reports for December 2018 and Bill Listing for December 2018 & January 2019 Payment

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

Roll Call Vote

Ayes: Ms. Staron
Mr. McDonough
Mr. Lyon
Mrs. Metanchuk
Mr. Cho
Mrs. Fenne

Nays: None

Absent: Mr. McHaley
Mr. Sanguinetti

Motion Carried

VI. Friends of the Library Report – Mrs. Adamowski

Mrs. Adamowski noted that the Friends’ have moved back into their newly renovated space.

VII. Library Director’s Report for December 2018

Mrs. Adamowski told the Board that there will be a Department Head presentation at each meeting. Courtney Tedrick, the Head of Community Engagement, will present in February. The library will be having a fundraiser for the Friends of the Library in connection with Whole Foods – she will provide more detail at a later date. Mrs. Adamowski encouraged the members to attend the ILA Legislative Meet-Up on March 1st and the Trustee Workshop on March 16th. Mrs. Fenne said the topics will be Advocacy and Strategic Planning. Mrs. Adamowski told the members that the Annual Report is being worked on and will be mailed to residents. She showed thank you notes from a schoolteacher who appreciated the programs in Youth Services and from Christmas Sharing for participating in their donation project.

VIII. Unfinished Business

A. Interior Remodel Update

Mrs. Adamowski stated that she is still waiting for the tables for the café area and for the module wall for Youth Services area. She mentioned that the Plexiglas case over the dollhouse got damaged and is in repair, so the dollhouse is not on display. It has become quite a destination piece for visitors. Mr. McDonough noted that the ceilings and lighting in the book nook and café area look good.

Mr. Lyon left the meeting at 8:24 p.m.

B. Motion to Approve Wheaton Public Library Strategic Plan

There were two changes in wording on the first page. Mrs. Metanchuk moved and Mr. McDonough seconded to approve the Wheaton Public Library Strategic Plan as Amended during discussion.

Roll Call Vote

Ayes: Mrs. Metanchuk
Mr. McDonough
Ms. Staron
Mr. Cho
Mrs. Fenne

Nays: None

Absent: Mr. Lyon
Mr. McHaley
Mr. Sanguinetti

Motion Carried

IX. New Business

A. Motion to Approve Taking the \$6,000 Distribution from the Adams Memorial Fund to Create a Donor Wall and Endowment Promotional Materials

Mr. McDonough moved and Mr. Cho seconded to approve the motion. Members discussed how this action will draw awareness to the Library’s Foundation. The remaining distributions will be rolled back into the funds. Mrs. Adamowski passed around some photos of ideas for the donor wall.

Roll Call Vote

Ayes: Mr. McDonough
Mrs. Metanchuk
Mr. Cho
Ms. Staron
Mrs. Fenne

Nays: None

Absent: Mr. Lyon
Mr. McHaley
Mr. Sanguinetti

Motion Carried

B. Motion to Approve the Creation of an Endowment fund Sub-Committee with Up to 3 Library Trustees

Mrs. Metanchuk moved and Ms. Staron seconded to approve the motion.

Roll Call Vote

Ayes: Ms. Staron
Mrs. Metanchuk
Mr. Cho
Mr. McDonough
Mrs. Fenne

Nays: None

Absent: Mr. Lyon
Mr. McHaley
Mr. Sanguinetti

Motion Carried

X. Board Member Comments (Round the Table)

Mrs. Adamowski informed the Board that she will be on vacation next week.

XIII. Adjournment

There being no further business of the Wheaton Public Library Board of Trustees, Mr. McDonough moved and Mrs. Metanchuk seconded that the meeting be adjourned. A voice vote was taken and the motion for adjournment carried at 8:42 p.m.

Respectfully Submitted,

Lisa Christell-Sandri
Finance Manager
Wheaton Public Library