

Monday, March 18, 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, March 18, 2019, in the Library Board Room. Board President Christine Fenne called the meeting to order at 7:02 p.m. Members present at roll call were: Mr. Cho, Mrs. Fenne, Mr. Herbach, Mr. Lyon, Mr. McDonough, Mr. McHaley, Mrs. Metanchuk and Mr. Sanguinetti. Absent: 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. 2 prospective trustees were in attendance – Julie Cooper and Simone Morton.

**III. Introduction and Swearing-In of Newly Appointed Board Member Alan Herbach**

Mrs. Fenne introduced Mr. Herbach and swore him in. The Board members welcomed him.

Ms. Staron entered the meeting at 7:07 p.m.

**IV. Department Head Presentation – Ann Barnfield, Head of Circulation**

Mrs. Adamowski explained that last year she had members of her staff present to the Board each month. She started it up again last month and it will continue through the end of this year. She then introduced Ann Barnfield, Head of Circulation. Ann began by explaining the duties of her staff members. She went on to tell the members what responsibilities fall under the Circulation Department and explained how LINKin and ILL (Inter-Library Loan) work. She is very proud of her staff and their willingness to do whatever is asked of them.

**CONSENT AGENDA**

**V. Minutes for the February 18, 2019 Board Meeting**

**VI. Financial Reports for February 2019 and Bill Listing for March 2019 Payment**

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

Roll Call Vote

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

Nays: None

Absent: None

Motion Carried

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

No report

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

Mrs. Adamowski began by stating that the response from the public about the Library’s Annual Report was very positive and brought in people, for instance, who didn’t know we had Notary service and Tech2Go. She noted that one of the youth programming panels was the wrong size, so a replacement is being delivered. Also, the new legs for two of the café area tables were not the correct height and are being replaced. Once all these items are in place, the project will close. She talked about the next phase for the library interior, Vision 2.0, which will include the Circulation and Teen areas, 2<sup>nd</sup> floor shelving, and security. Mrs. Adamowski handed out a CY2019 tentative timeline for budget preparation and presentation along with monthly staff presenters. When asked what Polaris is, Mrs. Adamowski explained that it is an automation system for our materials and would replace Innovative’s Millennium system that we use now.

**VIII. Unfinished Business**

A. None

**IX. New Business**

**A. Sub-Committee Update on Executive Library Director Evaluation – Mr. McHaley**

Mr. McHaley described how the Library Director Evaluation will proceed. There will be discussion in April for SY2018’s evaluation. The members each have a copy of the new evaluation form which will be used for CY2019. After they look it over, he will welcome any feedback so it can be formalized by September/October.

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

Mrs. Fenne commented on the Management Team reports, noting that she appreciated having dates for future library events so she can relay that to people. Mrs. Fenne suggested getting to know more about the members by going around the table and responding to some questions like what part of Wheaton they live, what they do for work/activities, the reasons they like being trustees and a little information about themselves. Afterwards, the trustees agreed that they enjoyed getting to know more about their fellow members.

**XIII. Adjournment**

There being no further business of the Wheaton Public Library Board of Trustees, Mr. Sanguinetti moved and Mr. McHaley seconded that the meeting be adjourned. A voice vote was taken and the motion for adjournment carried at 8:18 p.m.

Respectfully Submitted,

Lisa Christell-Sandri  
Finance Manager  
Wheaton Public Library