

Elmhurst Public Library Board Meeting

June 21, 2016

Library Conference Room

LWV Observer: Annette Armstrong

Meeting called to order by President Linda Wheaton at 7:00 pm.

Public Comment Annette Armstrong complimented the Library staff on the summer program offerings.

Board Information

- a. Minutes of the May 17, 2016 regular meeting and Accounts Payable for June 21, 2016 were approved unanimously.
- b. A question arose about the cost of the demo cooking cart. A Demo cooking cart for cooking classes has been ordered and it was budgeted for. This piece of equipment can be used until the time comes to remodel the building and put in a full kitchen. The classes have become very popular.

Reports:

- a. Financial - everything appears to be in good order.
- b. Director's Report - A patron had been banned for three months. He came back and created another disturbance. He has now been banned indefinitely. Director Harper reported on the large numbers of people using the building and how popular the programs are.
- c. President's Report - No report.

Unfinished Business: Maker Space Presentation by Architect - the design is very industrial but fun and cool. Duct work will be visible but obscured with translucent dividers. There will be display shelving to showcase what's been made. It's a large space and has been well designed to maximize use. This project could be completed by February, 2017. The budget came in much higher than originally planned but it can be covered with existing Library funds. A motion was made and unanimously approved to fund the project in the amount of \$315,000.

New Business:

- a. Meet Anne Swanson - Anne is a technology assistant. She collects and curates patron experiences. She read some of the stories from patrons.
- b. Fund Balance Report - There is a restricted fund balance of \$5,053,819. That balance will be used to fund the needs of an aging building. It can't be used for payroll. The Board didn't seem to understand that these funds are over and above what is levied for the fiscal year.
- c. Draft of 2017 Budget - The Salary line is the largest line item at \$3,232,000. The part time line has increased to cover the new Maker Space and full time has decreased a little. Staff raise allocation will be 2%. Programming has been increased to \$112,000. The estimated revenue is \$7,597,000. The tax levy was increased from last fiscal year by 2.5%. \$1,000,000 will be transferred to the operating fund for a remodel of the Children's Department. The materials budget will remain the same but allocations will change. Print circulation continues to decline and that is the trend nationally.
- d. Approval to close Library for Staff Institute Day. A motion was made and all Board members present voted "aye" to close the Library on Friday, August 19 for a staff institute training day.

The meeting was adjourned by President Wheaton at 9:04 pm.

Meeting-related documents can be accessed at:

<http://elmhurstpubliclibrary.org/about-us/administration-board/board-information/>