

FRANKFORT PUBLIC LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES

FRANKFORT PUBLIC LIBRARY

May 23, 2019

7:00 PM

OLD TERM SESSION AGENDA

I. CALL TO ORDER

President Stephens called the meeting to order at 7:12 p.m.

II. PLEDGE OF ALLEGIANCE

Attendees recited the Pledge of Allegiance.

III. ROLL CALL: Trustee Skibinski called the roll call of the incumbent board.

Present: Trustee Leyva, Trustee Labuda, Trustee Look, Trustee Stephens,
and Trustee Skibinski

Absent: Trustee Tylk

Sabbatical: Trustee Albert

Also Present: Pierre Gregoire

IV. APPROVAL OF MINUTES FROM THE APRIL 25, 2019 MEETING

Motion made by Trustee Labuda to approve the minutes of the regular board meeting held April 25, 2019. Seconded by Trustee Skibinski. All trustees voted "Aye." Motion carried.

V. OATH OF OFFICE

Trustee Leyva, Trustee Look, and Trustee Skibinski gave the oath of office as administered by Executive Director Pierre Gregoire, Notary Public.

VI. ADJOURNMENT

Motion made by Trustee Skibinski and seconded by Trustee Leyva to adjourn the meeting. All trustees voted "Aye." Motion Carried.

President Stephens adjourned the meeting at 7:17 pm.

NEW TERM SESSION AGENDA

I. CALL TO ORDER

President Stephens called the meeting to order at 7:18 p.m.

II. PLEDGE OF ALLEGIANCE

Attendees recited the Pledge of Allegiance.

III. ROLL CALL: Trustee Skibinski called the roll call of the new board.

Present: Trustee Leyva, Trustee Labuda, Trustee Look, Trustee Stephens, and Trustee Skibinski

Absent: Trustee Tylk

Sabbatical: Trustee Albert

Also Present: Pierre Gregoire

IV. INTRODUCTION OF VISITORS

Brian, George, and Russell Skibinski

V. PUBLIC COMMENT – AGENDA ITEMS ONLY

None.

VI. ELECTION OF OFFICERS

Motion made by Trustee Skibinski to approve Trustee Look as the new board's president. Seconded by Trustee Leyva. All trustees voted "Aye." Motion carried.

Motion made by Trustee Look to approve Trustee Skibinski as the new board's vice president. Seconded by Trustee Labuda. All trustees voted "Aye." Motion carried.

Motion made by Trustee Leyva to approve Julia Labuda as the new board's secretary. Seconded by Trustee Skibinski. All trustees voted "Aye." Motion carried.

Motion made by Trustee Leyva to approve Trustee Albert as the new board's treasurer. Seconded by Trustee Look. All trustees voted "Aye." Motion carried.

Trustee Labuda accepted a position as head of the Human Resources Committee. Trustee Leyva accepted a position as head of the Bond Referendum Committee. Trustee Skibinski accepted a temporary position as a liaison for the Foundation Committee. Trustee Albert is board's selection for head of the Finance Committee.

VII. TREASURER'S REPORT

Trustee Skibinski read the treasurer's report for April 2019.

VIII. REVIEW OF BILLS FOR APRIL 2019

Motion made by Trustee Labuda to approve the bills for April 2019 as presented. Seconded by Trustee Stephens. Question was made regarding contract for Tunzi and Sons Landscaping. All trustees voted "Aye." Motion carried.

IX. CORRESPONDENCE

None.

X. UNFINISHED BUSINESS

1. Working Budget

Motion made by Trustee Skibinski to approve the working budget for FY 2019–2020. Seconded by Trustee Labuda. All trustees voted “Aye.” Motion carried.

Roll call vote:

<i>Leyva</i>	<i>AYE</i>
<i>Skibinski</i>	<i>AYE</i>
<i>Look</i>	<i>AYE</i>
<i>Stephens</i>	<i>AYE</i>
<i>Labuda</i>	<i>AYE</i>
<i>Tylk</i>	<i>—</i>
<i>Albert</i>	<i>—</i>

XI. NEW BUSINESS

1. Insurance Proposals

Motion made by Trustee Skibinski to accept the insurance proposal for FY2019–2020 from Gnade. Seconded by Trustee Labuda. All trustees voted “Nay.” Motion failed.

Motion made by Trustee Stephens to table acceptance of an insurance proposal for FY2019–2020 until the June 2019 meeting. Seconded by Trustee Labuda. All trustees voted “Aye.” Motion carried.

2. Annual Non-Resident Library Card Resolution

Motion made by Trustee Skibinski to approve the Annual Non-Resident Library Card Resolution. Seconded by Trustee Labuda. All trustees voted "Aye." Motion carried.

3. Library Foundation

- a. Erin Skibinski—Potential foundation head requested to defer filing of paperwork for personal reasons. Goal is to finalize plans by September 2019.

XII. LIBRARIAN'S REPORT

The Board members received the April monthly librarian's report from Director Gregoire for review by the trustees, including information on the following:

1. Volunteers for the Fall Fest Parade—Frankfort Chamber of Commerce requests 250 volunteers
 - a. Universe of Stories (or Aliens Amok)—Library's booth theme to match Summer Reading Club
2. Lighting replacement planning—solar power alternative may reduce costs by 10%, planning to replace fluorescent lighting fixtures with LED-based fixtures

XIII. PUBLIC COMMENT

None.

XIV. TRUSTEE COMMENT

Trustee Stephens recommends that check signing authority be restricted to a team of 3–4 trustees. Trustee Skibinski thanked Director Gregoire for

putting together the budget for FY2019–2020. Trustees Labuda and Leyva thanked Trustee Stephens for her work as board president. President Look thanked everyone for their confidence in her to lead as president of the new board.

XV. EXECUTIVE SESSION

None required.

XVI. ADJOURNMENT

Motion made by Trustee Labuda and seconded by Trustee Leyva to adjourn the meeting. All trustees voted "Aye." Motion Carried.

President Look adjourned the meeting at 8:54 p.m.

Respectfully Submitted:

Recorded By:

Julia Labuda
Secretary

Jessica Stacy
Recorder