

**UNIVERSITY PARK PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
Regular Meeting Minutes of Tuesday, September 17, 2019**

**CALL TO ORDER ROLL CALL**

President Young called the meeting to order in the conference room of the Library at 7:31 p.m. Members of the Board present: Trustee Ruby J. Giddings, Trustee Marilois Green, Trustee Phyllis Saunders, Trustee Deborah J. Stroud, Trustee Jewell A. Thompson, and Trustee James W. Young. Tracy Ducksworth, Library Director was also present.

**APPROVAL OF THE CONSENT AGENDA**

It was moved by Trustee Thompson to accept the agenda as presented. Trustee Saunders seconded. Motion carried by voice vote. Ayes: 6, Nays: 0, Abs: 0

It was moved by Trustee Green to approve and accept the regular meeting minutes of August 20, 2019. Trustee Thompson seconded. Motion carried by voice vote. Ayes: 6, Nays: 0, Abs: 0

**CORRESPONDENCE:** Ms. Ducksworth presented a notice of tax objection letter filed with Will County by Applied Properties, University Park, IL.

**FINANCIAL REPORTS:** It was moved by Trustee Saunders to accept the financial report for August 2019. Trustee Stroud seconded. Motion carried by roll call. Ayes: Trustee Ruby J. Giddings, Trustee Marilois Green, Trustee Phyllis Saunders, Trustee Deborah J. Stroud, Trustee Jewell A. Thompson, and Trustee James W. Young. Nays: 0, Abs: 0

It was moved by Trustee Saunders to accept the September 2019 accounts payables list in the amount of \$15,363.30, not including payroll. Trustee Thompson seconded. Motion carried by roll call. Ayes: Trustee Ruby J. Giddings, Trustee Marilois Green, Trustee Phyllis Saunders, Trustee Deborah J. Stroud, Trustee Jewell A. Thompson, and Trustee James W. Young. Nays: 0, Abs: 0

It was moved by Trustee Saunders to transfer \$35,000.00 from Old Second Money Market to Old Second General Checking for accounts payable and payroll. Trustee Giddings seconded. Motion carried by roll call. Ayes: Trustee Ruby J. Giddings, Trustee Marilois Green, Trustee Phyllis Saunders, Trustee Deborah J. Stroud, Trustee Jewell A. Thompson, and Trustee James W. Young. Nays: 0, Abs: 0

**PUBLIC COMMENT: None**

**REPORT OF ADMINISTRATION:** Ms. Ducksworth reported on the following:

Census 2020: UPPLD submitted an application to participate in a census grant being submitted by Rails Library System to the US Census Bureau.

Library Signs: "I Love My Library" signs have been ordered and will be distributed when they arrive.

Building & Maintenance: Parking lot and entrance lights have been replaced and parking lot holes have been repaired.

**OLD BUSINESS:** It was moved by Trustee Saunders to approve and execute the proposal submitted by Brook Architecture for the library renovation project after final approval from Attorney Jason Guisinger, of Klien Thorpe and Jenkins, LLC.

Trustee Thompson seconded. Motion carried by roll call. Ayes: Trustee Ruby J. Giddings, Trustee Marilois Green, Trustee Phyllis Saunders, Trustee Deborah J. Stroud, Trustee Jewell A. Thompson, and Trustee James W. Young. Nays: 0, Abs: 0

It was moved by Trustee Saunders to approve and execute the proposal submitted by Independent Construction Services to provide owner representative services for the library renovation project., Trustee Thompson seconded. Motion carried by roll call. Ayes: Trustee Ruby J. Giddings, Trustee Marilois Green, Trustee Phyllis Saunders, Trustee Deborah J. Stroud, Trustee Jewell A. Thompson, and Trustee James W. Young. Nays: 0, Abs: 0

It was moved by Trustee Saunders to secure renovation project financing through First Midwest Bank. Trustee Stroud seconded. Motion carried by roll call. Ayes: Trustee Ruby J. Giddings, Trustee Marilois Green, Trustee Phyllis Saunders, Trustee Deborah J. Stroud, Trustee Jewell A. Thompson, and Trustee James W. Young. Nays: 0, Abs: 0

**NEW BUSINESS:** It was moved by Trustee Thompson to approve the Working Budget for FY2019-2020. Trustee Giddings seconded. Motion carried by roll call. Ayes: Trustee Ruby J. Giddings, Trustee Marilois Green, Trustee Phyllis Saunders, Trustee Deborah J. Stroud, Trustee Jewell A. Thompson, and Trustee James W. Young. Nays: 0, Abs: 0

It was moved by Trustee Saunders to approve FY2019-05 Budget and Appropriations Ordinance. Trustee Thompson seconded. Motion carried by roll call. Ayes: Trustee Ruby J. Giddings, Trustee Marilois Green, Trustee Phyllis Saunders, Trustee Deborah J. Stroud, Trustee Jewell A. Thompson, and Trustee James W. Young. Nays: 0, Abs: 0

It was moved by Trustee Saunders to approve FY2019-06 Estimate Revenue Ordinance. Trustee Thompson seconded. Motion carried by roll call. Ayes: Trustee Ruby J. Giddings, Trustee Marilois Green, Trustee Phyllis Saunders, Trustee Deborah J. Stroud, Trustee Jewell A. Thompson, and Trustee James W. Young. Nays: 0, Abs: 0

It was moved by Trustee Thompson to table the Special revenue resolution FY2019-01 for the next meeting. Trustee Stroud seconded. Motion carried by roll call. Ayes: Trustee Ruby J. Giddings, Trustee Marilois Green, Trustee Phyllis Saunders, Trustee Deborah J. Stroud, Trustee Jewell A. Thompson, and Trustee James W. Young. Nays: 0, Abs: 0

It was moved by Trustee Thompson to approve the 2019 Illinois Public Library Annual Report. Trustee Saunders seconded. Motion carried by roll call. Ayes: Trustee Ruby J. Giddings, Trustee Marilois Green, Trustee Phyllis Saunders, Trustee Deborah J. Stroud, Trustee Jewell A. Thompson, and Trustee James W. Young. Nays: 0, Abs: 0

*Other Business, for announcement, deliberation and/or discussion only: other action to be taken.*

**ADJOURNMENT:** It was moved Trustee Saunders to adjourn the meeting at 9:33 p.m. Trustee Green seconded. Motion carried by voice vote. Ayes: 6, Nays: 0, Abs: 0

Respectfully submitted,

Phyllis Saunders  
Library Board Secretary