

**WILMETTE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES MEETING MINUTES**  
**Tuesday, April 16, 2019 at 7:30 pm in the staff lounge**

**PRESENT:** Trustees Barshis, George, Johnson, McDonald, O’Laughlin, Rodgers, Wolf

**ABSENT:** None

**VISITORS:** Liz Seager, Joan Fishman, Elaine Fandell, Fina Riddle, Fouad Egbaria

- I. Call to Order and Roll Call. President O’Laughlin called the meeting to order at 7:33pm. Trustee O’Laughlin stated that this is her last meeting as a WPL Board trustee and that she has been honored to serve as a trustee for 20 years. She looks forward to serving the community in another capacity. Trustee Virginia George stated that this is her last meeting as a WPL Board trustee and that it has been a great pleasure to serve the Library. She thanked the Library directors and staff for all of their work. Both trustees O’Laughlin and George stated that they are proud of the Library and that they wish the incoming trustees the best in their new roles.
- II. March Monthly Board Meeting Minutes. Trustee Wolf moved to approve the minutes of the March 19, 2019 WPL Board meeting as presented. Trustee McDonald seconded the motion.  
**MOTION CARRIED BY VOICE VOTE**
- III. Presentation. None.
- IV. Public Comment. Elaine Fandell thanked trustee O’Laughlin for her 20 years of service to the Library. She stated that the entire community of Wilmette owes trustee O’Laughlin its gratitude and that the Library has grown tremendously during her tenure on the WPL Board.
- V. Treasurer’s Report.
  - A. Notes on Financial Reports for March. Treasurer Rodgers summarized the March financial reports. The two largest sources of General Fund revenue were from Real Estate Taxes and the Kenilworth Public Library. Total General Fund March expenditures were 71.15% of budget; the nine-month expenditure rate was 75.00%. The largest General Fund check was written to Wellness Insurance Network.
  - B. Check Detail / Bills and Salaries for March. Trustee Rodgers moved to approve the March check detail / bills and salaries. Trustee George seconded the motion.  
Aye – Barshis, George, Johnson, McDonald, O’Laughlin, Rodgers, Wolf  
Nay – None  
Abstain – None  
Absent or not voting – None  
**MOTION CARRIED**
- VI. Action Items.
  - A. Resolution 2018/19-198 – Resolution to Change Registered Agent from the Wilmette Public Library District. A copy of the resolution was included in agenda binders as attachment 4. Trustee George moved to approve Resolution 2018/19-198. Trustee Johnson seconded the motion.  
Aye – Barshis, George, Johnson, McDonald, O’Laughlin, Rodgers, Wolf  
Nay – None  
Abstain – None  
Absent or not voting – None. *A copy of the resolution is attached.*  
**MOTION CARRIED**

VII. Discussion Items.

A. Outdoor Renovation Project Update. Director Auston stated that WPL received the village permit on April 12 and that site preparation has begun. He reviewed project activities for the upcoming weeks, which primarily will involve the hardscape. Project overview materials and fact sheets are on display in the vestibule.

VIII. Director's Report. Monthly statistics and other information were included in attachment 5 of agenda binders. Director Auston reviewed the report and stated that Strategic Plan status reports will be included in future Director's Reports. Director Auston encouraged trustees to participate in American Creed and One Book Everybody Reads (OBER) activities. WPL book drops located at the Recreation Center, Plaza del Lago, and the Linden CTA station will have new vinyl wraps. Trustees will be notified regarding installation of the Linden CTA book drop. He distributed OBER bookmarks and contest winning Youth Services bookmarks. The Friends have donated \$31,000 to WPL this year and the Director stated that both staff and trustees are very grateful for the Friends' continued support. The new president of the Friends is Mary Ann O'Keefe.

IX. Committee Reports.

A. ILA Representative. ILA newsletters received after the last WPL Board meeting have been emailed to all trustees. Trustee Barshis summarized the newsletters and other articles of interest.

B. Finance Committee. Chair Rodgers summarized the Monday, April 15, 2019 Finance Committee meeting at which the budget for the next fiscal year was reviewed.

X. Information Items.

A. At the April 2, 2019 consolidated election, Jan Barshis, Joan Fishman, Lisa McDonald and Maria Josefina Cannon-Riddle were elected to the Wilmette Public Library Board of Trustees. All of the positions are for full four-year terms expiring in April 2023. Elected trustees will be sworn in, officers (WPL Board president, vice-president, secretary, treasurer) will be elected, and the new WPL Board will conduct all business at the May 2019 meeting. The president announces committee and trustee assignments to committees at the June 2019 meeting.

B. Please remember that the Statement of Economic Interest (SEI) for 2018 is due by May 1, 2019. SEIs are filled out and filed online at <http://www.cookcountyclerk.com/ethics/econinterest>. You should have received Filer ID/Username information via email from the Cook County Clerk's Ethics Department.

C. Sunday, April 7 – Saturday, April 13 was National Library Week. Youth Services had pop up crafts and information about Book Mark contest winners. Community Services provided giveaways. The Staff Appreciation Luncheon provided by Leadership Team members was on Tuesday, April 9, 2019.

D. WPL has been awarded a FY2019 Illinois Public Library Per Capita Grant of \$33,858.75. As stated in the letter from Jesse White, Secretary of State and State Librarian, "Please be aware that due to the continued payment backlog, these funds may be significantly delayed. As in previous years, the library may use these funds until the end of the following fiscal year; in this case, until June 30, 2020." The FY2018 Illinois Public Library Per Capita Grant was for the same amount, \$33,858.75.

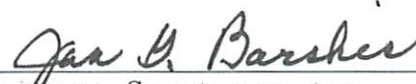
E. The Library will be closed Sunday, April 21, 2019 for Easter.

- F. On Sunday, May 5, 2019 at 2:00 pm Rosellen Brown will discuss her novel *The Lake on Fire* at the Wilmette Junior High School, 620 Locust Road in Wilmette. *The Lake on Fire* is The One Book, Everybody Reads (OBER) selection for 2019. The novel is set in Chicago during the 1893 World's Columbian Exposition. The author event is funded and sponsored by the Friends of WPL. Go to [www.wilmettelibrary.info/onebook](http://www.wilmettelibrary.info/onebook) for OBER events.
- G. The ALA Annual Conference is June 20 – 25, 2019 in Washington, D.C. Registration is open. Visit <http://www.alaannual.org/> for more information.
- H. Cooperative Projects and Community Services Reports. These items were included in attachment 6 of agenda binders.
- I. Communication. These items were included in attachment 7 of agenda binders. Comments from suggestion boxes were distributed at the meeting.
- XI. New Business / Old Business. Trustee Lisa McDonald presented gift cards from trustees Barshis, Johnson, McDonald, Rodgers, and Wolf to out-going trustees O'Laughlin and George. Both trustees O'Laughlin and George thanked the other Board members for their generosity. Trustee Barshis stated that it was a pleasure to work with both trustees O'Laughlin and George. Trustee George stated that she was looking forward to visiting the Library as a patron.
- XII. Adjournment. Trustee McDonald moved to adjourn the meeting. Trustee Wolf seconded the motion.  
Aye – Barshis, George, Johnson, McDonald, O'Laughlin, Rodgers, Wolf  
Nay – None  
Abstain – None  
Absent or Not Voting – None  
MOTION CARRIED. The meeting adjourned at 8:12 pm.



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President or President pro-tem  
Board of Library Trustees of the  
Wilmette Public Library District,  
Cook County, IL



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Secretary or Secretary pro-tem  
Board of Library Trustees of the  
Wilmette Public Library District,  
Cook County, IL

THE BOARD OF LIBRARY TRUSTEES OF THE  
WILMETTE PUBLIC LIBRARY DISTRICT  
COOK COUNTY, ILLINOIS

RESOLUTION NO. 2018/19-198

RESOLUTION TO CHANGE REGISTERED AGENT FOR THE  
WILMETTE PUBLIC LIBRARY DISTRICT ENDOWMENT FUND

At the regular meeting of the Board of Library Trustees of the Wilmette Public Library District conducted on April 16, 2019, the Board of Trustees resolved to change the Registered Agent for the Wilmette Public Library District Endowment Fund.

Corporate Name is the Wilmette Public Library District Endowment Fund.

The State of Incorporation is Illinois.

The Name and Address of Registered Agent and Registered Office as they appear on the records of the Office of Secretary of State (before change) are Registered Agent: Heather A. McCammond-Watts and Registered Office: 1242 Wilmette Ave., Wilmette, 60091, Cook County, IL

The Name and Address of Registered Agent and Registered Office shall be (after all changes are reported) are Registered Agent: Anthony Auston and Registered Office: 1242 Wilmette Ave., Wilmette, 60091, Cook County, IL.

PASSED by the Board of Library Trustees of the Wilmette Public Library District, Cook County, Illinois, at the regular meeting on the 16<sup>th</sup> day of April, 2019 by vote of:

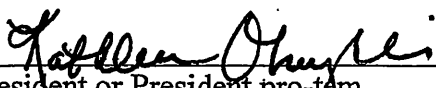
AYES - Barshis, George, Johnson, McDmald, O'Laughlin, Rodgers, Wolf

NAYS - none

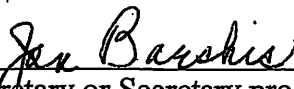
ABSTAIN - none

ABSENT OR NOT VOTING - none

APPROVED:

  
\_\_\_\_\_  
President or President pro-tem  
The Board of Library Trustees of the Wilmette Public Library District, Cook County, Illinois

ATTEST:

  
\_\_\_\_\_  
Secretary or Secretary pro-tem  
The Board of Library Trustees of the Wilmette Public Library District, Cook County, Illinois

Secretary Certificate

CERTIFICATE

I, Jan G. Barshis, DO HEREBY CERTIFY that I am the duly elected, qualified, and serving Secretary or Secretary pro-tem and as such keeper of the books and records of The Board of Library Trustees of the Wilmette Public Library District, Cook County, Illinois; and

I DO FURTHER CERTIFY that the above attached RESOLUTION NO. 2018/19-198 RESOLUTION TO CHANGE REGISTERED AGENT FOR THE WILMETTE PUBLIC LIBRARY DISTRICT ENDOWMENT FUND is a true and correct copy of said Resolution which was presented, passed, and recorded by said Board at the meeting, on April 16, 2019 by a vote of:

AYES - Barshis, Geage, Johnson, McDonald, O'Laughlin, Rodgers, Wolf

NAYS - none

ABSTAIN - none

ABSENT OR NOT VOTING - none

DATED this 16<sup>th</sup> day of April, 2019

Jan G. Barshis

Secretary or Secretary pro-tem

The Board of Library Trustees of the Wilmette Public Library District, Cook County, Illinois

**FORM NFP 105.10/105.20** (rev. Dec. 2003)  
**STATEMENT OF CHANGE**  
**OF REGISTERED AGENT AND/OR**  
**REGISTERED OFFICE**  
 General Not For Profit Corporation Act

Secretary of State  
 Department of Business Services  
 501 S. Second St., Rm. 350  
 Springfield, IL 62756  
 217-782-7808  
 www.cyberdriveillinois.com

Remit payment in the form of a  
 check or money order payable  
 to Secretary of State.

File # \_\_\_\_\_ Filing Fee: \$5 Approved: \_\_\_\_\_

----- Submit in duplicate ----- Type or Print clearly in black ink ----- Do not write above this line -----

1. Corporate Name: WILMETTE PUBLIC LIBRARY DISTRICT ENDOWMENT FUND
2. State or Country of Incorporation: ILLINOIS
3. Name and Address of Registered Agent and Registered Office as they appear on the records of the Office of the Secretary of State (before change):

Registered Agent:	HEATHER	A.	MCCAMMOND-WATTS
	First Name	Middle Name	Last Name
Registered Office:	1242	WILMETTE AVE.	
	Number	Street	Suite # (P.O. Box alone is unacceptable)
	WILMETTE	60091	COOK
	City	ZIP Code	County

4. Name and Address of Registered Agent and Registered Office shall be (after all changes herein reported):

Registered Agent:	ANTHONY	-----	AUSTON
	First Name	Middle Name	Last Name
Registered Office:	1242	WILMETTE AVE.	
	Number	Street	Suite # (P.O. Box alone is unacceptable)
	WILMETTE	60091	COOK
	City	ZIP Code	County

5. The address of the registered office and the address of the business office of the registered agent, as changed, will be identical.
6. The above change was authorized by: ("X" one box only)
  - a.  Resolution duly adopted by the board of directors. (See Note 4 on reverse.)
  - b.  Action of the registered agent. (See Note 5 on reverse.)

**SEE REVERSE FOR SIGNATURE(S).**

**7. If authorized by the board of directors, sign here. (See Note 4 below.)**

The undersigned corporation has caused this statement to be signed by a duly authorized officer who affirms, under penalties of perjury, that the facts stated herein are true and correct.

Dated APRIL 16 \_\_\_\_\_, 2019 \_\_\_\_\_ WILMETTE PUBLIC LIBRARY DISTRICT ENDOWMENT  
Month & Day Year Exact Name of Corporation **FUND**

*JAN BARSHIS*  
Any Authorized Officer's Signature

JAN BARSHIS, WPLD BOARD SECRETARY  
Name and Title (type or print)

**If change of registered office by registered agent, sign here. (See Note 5 below.)**

The undersigned, under penalties of perjury, affirms that the facts stated herein are true and correct.

Dated \_\_\_\_\_, \_\_\_\_\_  
Month & Day Year

\_\_\_\_\_  
Signature of Registered Agent of Record

\_\_\_\_\_  
Name (type or print)  
If Registered Agent is a corporation,  
Name and Title of officer who is signing on its behalf.

**NOTES**

1. The registered office may, but need not be, the same as the principal office of the corporation. However, the registered office and the office address of the registered agent must be the same.
2. The registered office must include a street or road address (P.O. Box alone is unacceptable).
3. A corporation cannot act as its own registered agent.
4. Any change of registered agent must be by resolution adopted by the board of directors. This statement must be signed by a duly authorized officer.
5. The registered agent may report a change of the registered office of the corporation for which he/she is a registered agent. When the agent reports such a change, this statement must be signed by the registered agent. If a corporation is acting as the registered agent, a duly authorized officer of such corporation must sign this statement.