

**MINUTES FOR THE COMMITTEE OF THE WHOLE  
BOARD OF LIBRARY TRUSTEES OF THE VILLAGE OF CAROL STREAM**

**Carol Stream Public Library  
616 Hiawatha Drive  
Carol Stream, IL 60188**

**DATE: December 6, 2017**

**TIME: 7:00 p.m.**

**PLACE: Discovery Room**

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**I. CALL TO ORDER**

President Jourdan called the Special Meeting of the Committee of the Whole of the Board of Library Trustees to order at 7:00 p.m.

**PLEDGE TO THE FLAG**

President Jourdan led those in attendance in the Pledge of Allegiance to the Flag.

**II. ROLL CALL**

Secretary Patel called the roll.

Present: Trustees Berryman-Gilliam, Larimer, Lynch, Patel, Bagdonas, Sheikh and Jourdan

Absent: None

Also Present: Director Susan Westgate, Assistant Director Mary Clemens

**III. DISCUSSION**

A. Strategic Plan-Environment and Space Goal 3: Create a welcoming environment to attract and engage the community

A. Overview of purpose of project

B. Review of final floor plan scheme from Product Architecture & Design

After discussion, the Board came to a consensus to approve the final floor scheme at the December 20, 2017 Regular Board Meeting.

B. Review of Library Financial Plan

A. Clarify and discuss financial plan presented on Nov. 15, 2017 by Ehlers

B. Identify possible funding scenarios for a possible renovation project

After discussion the Board came to a consensus to meet with the Village Board of Trustees to present an overview of the Library's possible renovation plan and to discuss possible funding options. Funding options include exploring the sale of the Kuhn Rd. property as a possible funding source.

C. Possible Renovation Project

A. Phases of the project

The Board discussed what the impact would be on Library services during a possible renovation project. Director Westgate stated that the proposed project would be done in phases throughout the building and that the Library would remain open as much as possible during a renovation process.

B. Board Communication

Director Westgate reviewed with the Board the importance of having a unified, consistent and accurate message regarding the possible renovation project. Official Library communication should only be shared via the Library's Facebook, Twitter accounts, website and other official Library communication channels.

**IV. EXECUTIVE SESSION** *as permitted under Illinois Open Meetings Act 5 ILC 120/2(c)(6)*

It was not necessary to go into Executive Session at the meeting.

**ADJOURNMENT**

There being no further business to come before the Board of Library Trustees, **Trustee Lynch moved and Trustee Bagdonas seconded** that the meeting be adjourned. Motion passed and the meeting adjourned at 9:00 p.m.

December 20, 2017  
Date Approved

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Mansi Patel, Secretary  
Board of Library Trustee