

V.I.D.

**MINUTES**  
**GENEVA PUBLIC LIBRARY DISTRICT**  
**SPECIAL MEETING OF THE BOARD OF TRUSTEES**  
**May 15, 2014**

**PRESENT:** President Esther Steel, Secretary Susan D. Shivers, Treasurer Steven Andersson, Trustees Pat Lord, Bob Shiffler, Mark Adams, and Interim Library Director Marilyn Boria.

**ALSO PRESENT:** John and Beth Keister, Consultants

**ABSENT:** Vice President Travis Ketterman

**I. CALL TO ORDER**

President Steel opened the Special Meeting of the Board of Trustees of the Geneva Public Library District at 3:00 p.m. in the Youth Program Room. Roll call was taken.

**CLOSED SESSION**

At 3:00 p.m., Trustee Shivers moved to **go into Closed Session to discuss personnel matters pertaining to the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body 5 ILCS 120/2 (c) (3) or (1)**. Trustee Shiffler seconded the motion.

**ROLL CALL VOTE**

**AYES:** Steel, Shivers, Andersson, Shiffler, Lord, Adams

**NAYS:** None

**ABSENT:** Ketterman                      **ABSTAIN:** NONE

**MOTION CARRIED**

At 6:42 p.m., Trustee Shiffler **moved that the Board reconvene in Open Session**. Trustee Lord seconded the motion.

**AYES:** Steel, Shiffler, Lord, Adams

**NAYS:** None

**ABSENT:** Ketterman, Shivers, Andersson      **ABSTAIN:** NONE

**MOTION CARRIED**

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Trustee Shiffler immediately **moved to adjourn the meeting.** Trustee Lord seconded the motion.

**AYES: Steel, Shiffler, Lord, Adams**

**NAYS: None**

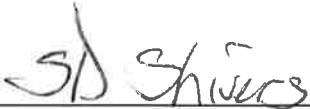
**ABSENT: Ketterman, Shivers, Andersson**

**ABSTAIN: NONE**

**MOTION CARRIED**

The Special Meeting of the Board of Trustees of the Geneva Public Library District adjourned at 6:43 p.m.

Respectfully submitted,



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Susan D. Shivers, Secretary



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Esther Steel, President

**MINUTES OF THE CLOSED SESSION OF  
GENEVA PUBLIC LIBRARY DISTRICT  
SPECIAL MEETING OF THE BOARD OF TRUSTEES  
May 15, 2014**

**Portion of Closed Minutes Released to Open Minutes Upon Board Approval  
at November 20, 2014 Board Meeting**

**PRESENT:** President Esther Steel, Secretary Susan D. Shivers, Treasurer Steven Andersson, Trustees Pat Lord, Bob Shiffler, Mark Adams, and Interim Library Director Marilyn Boria.

**ALSO PRESENT:** John and Beth Keister, Consultants

**ABSENT:** Vice President Travis Ketterman

President Steel opened the Closed Session at 3:01 p.m.

The first order of business was welcoming who was at the library to interview for the position of library director. President Steel explained the process. Each candidate would have an opportunity to make a short presentation about education and experience, the Board then would ask a series of prepared questions and, finally, the candidate would have an opportunity to ask questions of the Board. The interview with concluded at 3:55 p.m.

At 4:00 p.m., the Board welcomed  
The above process was repeated. The interview with concluded at 4:55 p.m.

At 5:00 p.m., the Board welcomed Christine Lazaris, Access Services Manager of the Skokie Public Library. The Board again repeated the above process. The interview with Ms. Lazaris concluded at 5:55 p.m.

Following the interviews, Assistant Director Peggy Carlson joined the meeting to discuss the staff responses to the candidates who had participated in interviews with staff in each department and with the department heads. Carlson reported that the staff was very appreciative of the opportunity to meet and question the candidates. The staff's top two candidates were and Christine Lazaris.

The Board then discussed their reactions to the candidates. After reviewing all of the data, the Board agreed to invite and Lazaris for second interviews prior to the May 22 meeting. Each of the candidates would be asked to make a 10-minute presentation to the Board about their current library.

Treasurer Andersson and Secretary Shivers left the meeting at this time.

The Board then agreed to play the role of disgruntled taxpayers, asking the candidates questions about why a community needs a public library. Following the question and answer period, it was agreed that the Board would have an informal session with appetizers and soft drinks to get to know each candidate. The two interviews would last 40 minutes each, beginning with the first

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candidate at 6:00 p.m. Following the interviews the Board then would discuss whether or not to make an offer to one of the candidates. John Keister noted that he would be available by telephone to contact the selected candidate before the Board made an offer in Open Session.

The Board then discussed a salary range for the new director. Trustee Shiffler, Chair of the Personnel Committee, noted that he didn't think the salary that any of the candidates were currently making should have any influence on the salary that is offered. He recommends a range of \$90,000 - \$92,000 which he based upon the comparison charts he had prepared using data from other similar libraries in the area. Everyone in attendance agreed with this recommendation.

The Board then directed Boria to prepare press releases for both candidates so that no matter who was hired the information would be available immediately for the press.

The Board agreed to reconvene in Open Session at 6:42 p.m.

Respectfully submitted,

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Susan D. Shivers, Secretary

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Esther Steel, President