

**HOMEWOOD PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES**

**MINUTES**

**Regular Board Meeting, July 19, 2017  
7:00 P.M.**

**CALL TO ORDER**

President Bouchie called the meeting to order at 7:00pm. Present were Percy Harris, Adrienne River, Jacoba Ward, George Bouchie, and Administrative Librarian Amy Crump. Absent was Pat Smith. Recorder of minutes was Leslie Stark.

**GUESTS**

- Sandy Sullivan – Librarian at HPL (bargaining committee member)
- Nancy Gildart – Homewood Resident
- Tom Melody – Klein, Thorpe, and Jenkins Law Firm

**PUBLIC COMMENT –**

Ms. Gildart requested that the library please post the HPL Board Meeting agenda lower down on the bulletin board.

**CONSENT AGENDA (Action with Roll Call Vote)**

- Approval of the Minutes of the Board Meeting of June 21, 2017
- Approval of the Financial Report of June 30, 2017
- Approval of General Fund Check Register
  - Acceptance of the Bills Payable Report in the amount of \$201,709.93
  - Payrolls June/July 2017
  - IMRF and FICA June 2017
  - Balance Sheet as of June 30, 2017
  - YTD Actual Vs. Budget
- Acceptance of Statistical Circulation Report for June 2017
  - General discussion of statistics and reciprocal borrowing within the consortium and the fees.

***Mr. Harris moved to approve the Consent Agenda with corrections, Ms. Ward seconded. Roll Call vote: Mr. Bouchie – aye, Ms. Ward – aye, Ms. River – aye, Mr. Harris – aye. Ayes – 4, Nays – 0, Absent – 1 - Motion carried.***

**ADMINISTRATIVE LIBRARIAN'S REPORT (Information)**

See attached document.

- A new page was hired today as one of our pages is off to college.
- A new security employee has been hired: Louis Manae
- Ms. Crump and Mr. Harris are attending the ILA Committees Orientation on July 20, 2017

## **COMMITTEE REPORTS**

- Facilities (Information) – No report.
- Finance (Information) – No report.
- Personnel Policy (Information) – No report.
- Policy (Information) – No report.

## **ADJOURN TO CLOSED SESSION:**

**Under ILCS 5/120/2 (C)(1), to consider the appointment, employment, compensation, discipline, performance matters or dismissal of an employee.**

**Under ILCS 5/120/2 (C)(2) to discuss collective negotiating matters.**

**Motion made to adjourn to closed session made by Ms. Ward, seconded by Mr. Harris. Roll Call Vote: Mr. Bouchie – aye, Ms. Ward – aye, Ms. River – aye, Mr. Harris – aye. Ayes – 4, Nays – 0, Absent – 1 - Motion carried at 7:30pm.**

**Ms. River made a Motion to move into open session at 8:20pm, seconded by Mr. Harris. The motion passed unanimously.**

## **PATRON COMMENTS**

Suggestions sheets were reviewed.

## **OLD BUSINESS:**

- Assignment of Committees and Other Duties
  - Facilities – Chair Harris (Ward on Committee)
  - Finance – Chair River (Harris & Ward on Committee)
  - Policy – Chair Smith (River on Committee)
  - Personnel – Chair Ward (Smith on Committee)
  - Labor Relations Liaison – Yoka Ward
  - FOHL Liaison – Bouchie to start
- Review of Closed Sessions – (approximately 8 hours) Mr. Bouchie & Ms. River will review tapes.
- Send-off for former Trustees (Action) Seven former board members to be thanked for their years of service to the library. General discussion whereas Ms. Ward offered up her home to host a pot-luck. Action tabled.
- Open Trustee seats – notifying community. Ms. Crump brought example of wording from the Highlights whereupon the previous open trustee seats were advertised. Ms. Crump to be the contact person. The info will be on our website, community board, slideshow, Facebook and in the Highlights. Everything will be out by 1<sup>st</sup> of August except for the Highlights. Amy also will let strategic planning committee know.
- Art donation – There are two pieces of art from Eileen Curry that she wants to donate to the library. She would like it to be a permanent library donation. Mr. Bouchie to call Ms. Curry.
- Reschedule Finance Committee meeting regarding Budget & Appropriations Ordinance on 7/25/17 at 7:00 pm.
- Schedule Facility Committee meeting regarding proposed art donation on 7/25/17 at 6:45 pm.

**NEW BUSINESS –**

- New art installation proposal – temporary mural installation by Ben Salus with collaboration with visiting artist from Haiti. Ms. Crump distributed proposal. The library usually pays for the supplies – approximately \$100 or less.

**Mr. Harris made a Motion to approve the new art installation proposal by Mr. Salus, Ms. River seconded: All ayes, no naves, motion carried.**

- IPLAR Report: - Ms. River & Mr. Bouchie to review the Financials
- Change in check signing procedure

**Future agenda item:** Ms. River suggested having Trustee Orientation in the future, including library history, staff, tour, and events.

**ADJOURNMENT**

**Ms. Harris moved to adjourn, Mr. Ward seconded. Motion passed unanimously at 9:12 pm.**

The next Board meeting is scheduled for August 16, 2017 at 7:00pm

**Accepted**

\_\_\_\_\_

**George Bouchie, President    Percy Harris, Secretary**