

**HOMEWOOD PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES**

MINUTES

**Regular Board Meeting, June 21, 2017
7:00 P.M.**

CALL TO ORDER

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

SWEARING IN OF TRUSTEE: Jacoba Ward

INTRODUCTIONS OF THE TRUSTEES:

- George Bouchie
- Adrienne River
- Percy Harris
- Pat Smith
- Jacoba Ward

GUESTS

- Lisa Stilts – Paraprofessional at HPL (Chairperson of bargaining committee)
- Sue Ryan – Clerk at HPL (bargaining committee member)
- Sandy Sullivan – Librarian at HPL (bargaining committee member)
- Nancy Gildart – Homewood Resident
- Cameron day –AFSCME Union Representative
- Willa Lee – member of FOHL

PUBLIC COMMENT - None

CONSENT AGENDA (Action with Roll Call Vote)

- Approval of the Minutes of the Board Meeting of May 17, 2017
- Approval of the Minutes of the Financial Report of May 31, 2017
- Approval of General Fund Check Register
 - Acceptance of the Bills Payable Report in the amount of \$218,638.11
 - Payrolls May/June 2017
 - IMRF and FICA May 2017
 - Balance Sheet as of May 31, 2017
 - YTD Actual Vs. Budget
- Acceptance of Statistical Circulation Report for May 2017

Percy Harris moved to approve the Consent Agenda , Adrienne River seconded. Roll Call vote: Mr. Bouchie – aye, Ms. Ward – aye, Ms. Smith – aye, Ms. River – aye, Mr. Harris – aye. Ayes – 5, Nays – 0, Absent – 1 - Motion carried.

ADMINISTRATIVE LIBRARIAN'S REPORT (Information)

See attached document.

- Kelly Campos – youth library staff member – just got awarded the ALA Spectrum Scholarship – Congratulations to Kelly who is currently pursuing her masters in library science.
- Science Center to have next their next board meeting in our Makery and get a tour of the space on July 10th. There has been no formal proposal for any collaboration as of this date.

COMMITTEE REPORTS

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

OLD BUSINESS:

- HPL Board is obligated to review Closed Meetings minutes. Recordings can't leave this building. The tapes need to be evaluated whether or not they can be released. There are approximately 8 hours of tapes that need to be reviewed. Minutes then need to be prepared from the tapes and the audio tapes would be destroyed.
- Send off of former trustees – in the past the board has honored the former trustees who have served – budgets are getting tighter – not exactly a budget item. Would like to have some sort of celebration or get together. In the past there were celebrations which were nothing elaborate – either at someone's home or at a restaurant.
- Sara Sterbenc has indicated before that she will be resigning at some point.
- **Approval of Trustees to be signatories for bank account Motion made by Adrienne River that the following signatories for the bank account be as follows: George Bouchie, Jacoba Ward, Percy Harris, Adrienne River, Pat Smith. Ms. Ward seconded the motion. Roll Call vote: Mr. Bouchie – aye, Ms. Ward – aye, Ms. Smith – aye, Ms. River – aye, Mr. Harris – aye. Ayes – 5, Nays – 0, Absent – 1 - Motion carried.**
- Art donation: Last month it was decided that the facilities would review however the committee was not able to meet – so no decision was made. Ms. Crump has contacted Ms. Curry – item has been tabled to next meeting.

NEW BUSINESS –

- Election of Officers – Action – Ms. Ward volunteered for the position of Vice President. **Mr. Harris made a Motion to approve the slate of new officers for 2017-18 as follows**
 - **Mr. Bouchie – President**
 - **Ms. Ward – Vice-President**
 - **Ms. River – Treasurer**
 - **Mr. Harris – Secretary**

Motion seconded by Ms. River – Roll Call vote: Mr. Bouchie – aye, Ms. Ward – aye, Ms. Smith – aye, Ms. River – aye, Mr. Harris – aye. Ayes – 5, Nays – 0, Absent – 1 - Motion carried.

- **Roll Call Vote on the Attached Ordinance No. 17-5 as follows: Ms. River – aye, Mr. Bouchie – aye, Ms. Smith – aye, Ms. Ward – aye, Mr. Harris – aye. Ayes – 5, Nays – 0, Absent – 1 - Ordinance No. 17-5 passes**
- President will appoint chairs of committees in July.
- The Board previously has had an acting liaison for FOHL.
- May appoint someone to be labor relations liaison.
- Each committee typically has 3 members with the President being an ex-officio member of every committee. There are no standing committee meetings scheduled with no minimum numbers of meetings
- Request for Finance Committee to meet regarding the Budget & Appropriations Ordinance. The Treasurer is the Finance Committee Chair by default. Mr. Harris and Ms. Ward volunteer for the Finance Committee for 1 month. The date for the Finance Committee was chosen - Monday, June 26th at 7pm
- **Meetings Dates for 2017/18 Year - Roll Call Vote on the Attached Ordinance No. 17- 1 as follows: Mr. Bouchie – aye, Ms. Ward – aye, Ms. Smith – aye, Ms. River – aye, Mr. Harris – aye. Ayes – 5, Nays – 0, Absent – 1 Ordinance No. 17-1 passes.**
- **Non-Resident Fees – Roll Call vote on the Attached Ordinance No. 17-2 as follows: Mr. Bouchie – aye, Ms. Ward – aye, Ms. Smith – aye, Ms. River – aye, Mr. Harris – aye. Ayes – 5, Nays – 0, Absent – 1 Ordinance No. 17-2 passes.**
- **Prevailing Wage Ordinance – Roll Call Vote on the Attached Ordinance No. 17-3 as follows: Mr. Bouchie – aye, Ms. Ward – aye, Ms. River – aye, Ms. Smith – aye, Mr. Harris – aye. Ayes – 5, Nays – 0, Absent – 1 Ordinance No. 17-3 passes.**
- **Building & Maintenance Ordinance – see notes. Motion made by Ms. River, seconded by Ms. Smith, to modify the first sentence of Ordinance 17-3 as follows: “Whereas Section 35-5(b) of the Public Library District Act of 1991 (75 ILCS 16/35-5(b)) authorized the levy of an additional tax of 0.02% of the value of all taxable property in the District, as equalized or assessed by the Department of Revenue, for the Maintenance, repairs, and alterations of the Library building and equipment.”**
Roll call vote: Mr. Bouchie – aye, Ms. Ward – aye, Ms. River – aye, Ms. Smith – aye, Mr. Harris – aye. Ayes – 5, Nays – 0, Absent. Motion passes on the amended motion
 - Amy to get new paperwork – then will be signed.
 - **Roll Call Vote on the Attached Ordinance No. 17-3 (Amended) as follows: Mr. Bouchie – aye, Ms. Ward – aye, Ms. River – aye, Ms. Smith – aye, Mr. Harris – aye. Ayes – 5, Nays – 0, Absent - Ordinance No. 17-3 (Amended) passes.**
- **Resolution for Vanguard – Roll Call Vote on the Attached Resolution 2017A as follows: Mr. Bouchie – aye, Ms. Ward – aye, Ms. River – aye, Ms. Smith – aye, Mr. Harris – aye. Ayes – 5, Nays – 0, Absent - Resolution 2017A passes.**
- Open Trustee Seat – The HPL Board has no official policy as to how to fill the seat. In the past we have posted the opening. Ms. Ward acknowledged Ms. Gildart who has expressed interest and was a write-in candidate. Several people are aware that there is an open seat. Mr. Bouchie would like to screen candidates for the open seat and for the imminent open seat which is currently held by Sara Sterbenc. In the past we had put a notice in the Highlights and also have had a notice on our website and our community board. When we ran it in the Highlights we had 13 applicants but at that time we didn't have a local newspaper. Highlights won't be out until August. General discussion about how to put the word out.
 - Need a deadline – for applicants –

- Mr. Harris suggested to table this until July board meeting – the consensus was to wait until Highlights go out.
- Mr. Bouchie encourages the board to think about items in between the board meetings and to bring up items under new business which then can be put on a future agenda.

PATRON COMMENTS: Board reviewed the blue sheets. Nice compliment for Kim Nevins – leader of the science fiction/fantasy book discussion.

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 Mr. Harris, seconded by Ms. River – all in favor – motion passes at 8:37pm with a 5 minute recess.

Mr. Harris moved to go into open session at 9:28 pm. Ms. Smith seconded and the motion carried unanimously.

PATRON COMMENTS

Suggestions sheets were reviewed.

ADJOURNMENT

Ms. River moved to adjourn, Mr. Harris seconded. Motion passed unanimously at 9:29 pm.

The next Board meeting is scheduled for July 19, 2017 at 7:00pm

Accepted

George Bouchie, President

Percy Harris, Secretary