

**HOMEWOOD PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES**

MINUTES

**Regular Board Meeting, May 17, 2017
7:00 P.M.**

CALL TO ORDER

President Barr called the meeting to order at 7:00. Present were Dr. Paige Dague, Chris Flor, George Bouchie, Sara Sterbenc, Murray Barr, Percy Harris and Administrative Librarian Amy Crump. Lisa Korajczyk was absent. Recorder of minutes was Leslie Stark.

GUESTS

Adrienne River – incoming Trustee
Patricia Mosley Smith – incoming Trustee
Marilyn Thomas – HF Chronicle

PUBLIC COMMENT None

CONSENT AGENDA (Action with Roll Call Vote)

- Approval of the Minutes of the Board Meeting of April 19, 2017
- Approval of the Minutes of the Finance Committee Meeting of April 27, 2017
- Acceptance of the Treasurer's Report of April 30, 2017
- Approval of General Fund Check Register
 - Acceptance of the Bills Payable Report in the amount of \$171,325.26
 - Payrolls April/May 2017
 - IMRF and FICA April 2017
 - Balance Sheet as of April 30, 2017
 - YTD Actual Vs. Budget
- Acceptance of Statistical Circulation Report for April 2017

Dr. Dague moved to approve the Consent Agenda , Ms. Sterbenc seconded. Roll Call vote: Mr. Barr- Aye, Dr. Dague-Aye , Mr. Flor-Aye, Ms. Sterbenc-Aye, Mr. Bouchie - aye , Mr. Harris- abstained from approval of the minutes. 5 ayes, 0 nays, 1 abstention, 1 absent. Motion carried.

ADMINISTRATIVE LIBRARIAN'S REPORT (Information)

See attached document.

COMMITTEE REPORTS

- Facilities (Information) – No report.
- Finance (Action) – Mr. Flor – the Library picked up another \$20,000 in property taxes in April – only about \$11,000 under budget. Fiscal 17/18 operating budget will be close to what we are spending this year. Ms. Crump has an amended budget as there was a formula mistake in one of the columns of the budget that was presented previously. Amended budget (see attached) has highlighted item that was incorrect. Some items

were reduced to make up the difference. Over last five years, our taxes have declined a quarter of a million dollars – Mr. Barr pointed out that we have still provided good service.

- **Mr. Flor moved that the board accept the amended budget as presented. Mr. Bouchie seconds the motion. Roll call vote: Ms Sterbenc – aye, Mr. Barr – aye, Dr. Dague – aye, Mr. Flor – aye, Mr. Bouchie – aye, Mr. Harris – aye. 6 – ayes, 0 – nays. Motion passes.**
- Personnel Policy (Information) – No report
- Policy (Information) – No report

OLD BUSINESS

- Approval of proposed Strategic Plan 2017-20 (Action) Dr. Dague likes that the objectives are quantified and achievable, even while using \$250,000 less money than a few years ago. Enhancing metadata for fiction like we do with nonfiction – increase accessibility by 33% - will be a cataloging task. We have some computers that we will be repurposing. Those computers will be completely locked down so that internet access is not possible. **Dr. Dague made a motion to accept the Strategic Plan. Mr. Harris seconded. Roll call vote Ms Sterbenc – aye, Mr. Barr – aye, Dr. Dague – aye, Mr. Flor – aye, Mr. Bouchie – aye, Mr. Harris – aye. 6 – ayes, 0 – nays. Motion passes.**

Approval of slate of officers for election at the June 2017 meeting (Action)

Mr. Bouchie made a Motion, seconded by Dr. Dague, for the new slate of officers as follows:

- President – George Bouchie
- Vice President – Yoka Ward
- Treasurer – Adrienne River
- Secretary – Percy Harris

The motion passed unanimously.

NEW BUSINESS

- Swearing in of new trustees from the April 4, 2017 Election (Action)
 - Mr. Barr swore in Ms. River, Ms. Smith & Percy Harris as Homewood Public Library Trustees
- Mr. Barr, Mr. Flor & Dr. Dague took seats in the audience
- Appointment for 1 month –
 - Ms. River as Treasurer
 - Ms. Sterbenc as Vice President
 - Mr. Bouchie as President
 - Mr. Harris as Secretary

Ms. River made a motion to approve the appointed slate of officers for 1 month. Ms. Smith seconded the motion. Unanimous response - motion passed.

- Ms. Crump proposed that all of the board members be signers rather than just two:
 - George Bouchie
 - Yoka Ward
 - Adrienne River

- Percy Harris
 - Pat Smith
- Mr. Harris suggested that a schedule be established for assigned signers, to expedite the signing process.
 - Eileen Curry would like to donate some artwork in George Curry's memory– art donations must be approved by the board. Ms. Crump handed out printouts of copies of artwork. Charles Vickers is the artist. General discussion. Mr. Harris suggested passing this to the facilities committee for further discussion. Ms. Crump will let Mrs. Curry know that this decision will be sent to committee.

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 was made to adjourn to closed session made by Mr. Harris, seconded by Ms. River – all in favor – motion passes at 7:40pm with a 5 minute recess.

The Board moved back into open session at 8:20pm

PATRON COMMENTS

Suggestions sheets were reviewed.

- There was a suggestion for a recycling bin available in the F.O.R.T.
- No plans to discontinue the Freedom Village delivery.

OTHER DISCUSSION

- There was a general discussion regarding a vehicle to deliver books to freedom village and a bike delivery system. Mr. Harris brought up other expenses i.e. insurance. Mr. Harris brought up the idea of a foundation.
- There was a discussion about having a party for the outgoing board members.
- Outlook is software for Trustees' library emails and training will be provided to the new Trustees.

ADJOURNMENT

Ms. Sterbenc moved to adjourn, Mr. Harris seconded. Motion passed unanimously at 8:40pm.

The next Board meeting is scheduled for June 21, 2017 at 7:00pm

Accepted _____
George Bouchie, President

Percy Harris, Secretary