

Homewood Public Library District Board Meeting  
Regular Meeting Minutes  
Homewood Public Library Conference Room  
December 19, 2007

CALL TO ORDER – Ms. Macikas-Blumstein, President, called the meeting to order at 7:32 p.m. Present at that time were Mr. Bouchie; Mrs. Colton; Ms. Macikas-Blumstein; Mr. Myers; Mrs. Postma; Mr. Olsen; Mr. Barr; Mrs. Rauch, Administrative Librarian; and Mr. Auston, Assistant Administrative Librarian.

VISITORS – None present

CONSENT AGENDA – A motion was made and seconded to accept the consent agenda as presented.

Minutes from November 14, 2007 Board Meeting

Policy Committee Minutes from November 28, 2007

Payrolls for November amounting to \$91,047.62

Checks signed at previous meeting for November expenses: \$14,478.81

Checks writing for November Expenditures: \$39,440.70

Postma/Myers. A roll call vote passed. (7 Ayes [Mr. Bouchie, Mrs. Colton, Ms. Macikas Blumstein, Mr. Myers, Mrs. Postma, Mr. Olsen, and Mr. Barr])

TREASURER'S REPORT – Mrs. Rauch discussed our current investment strategy and recommended that the Library transfer some of their assets in order to maximize interest income. A motion was made and seconded to, a) transfer \$208,883 out of the Cash Management Account into a CD at Great Lakes, b) transfer \$200,000 out of Illinois Funds into a CD at HF Credit, and c) invest the Harris CD, when mature, into a CD at HF Credit. Barr Myers. A roll call vote passed. (7 Ayes [Mr. Bouchie, Mrs. Colton, Ms. Macikas Blumstein, Mr. Myers, Mrs. Postma, Mr. Olsen, and Mr. Barr])

Mrs. Rauch also pointed out that there has been tax collection that did not appear in the November financials. Specifically, there was an addition \$303,000 in property tax revenue and \$277,000 in TIF money.

ADMINISTRATIVE LIBRARIAN'S REPORT – Mrs. Rauch announced that the Staff Party would be held on January 13, 2008. She also said that the Friends Party was held last week. There was a Staff In-Service held at Prairie State this past month. The Friends of the Homewood Library gave the Library a check for \$9,900, which was spent on various items from the wish list, and the whole Library appreciates their generosity. Mrs. Rauch, Judi Wolinsky and Mr. Auston went to see David Weinberger's lecture on "Everything Is Miscellaneous." Mrs. Rauch also stressed how pleased she is with how hard the entire staff has been working and would like to show her appreciation to them. A brief discussion ensued, and it was determined that staff would be allowed to choose from a buffet of gift-certificates.

ASSISTANT ADMINISTRATIVE LIBRARIAN'S REPORT – Mr. Auston reported that Arctic Engineering has assessed our HVAC system and has presented us with a list of recommended repairs. The Board agreed to move forward with the recommendations. Mr. Auston has also met with Charles Fischer, the landscape architect, who is going to put together a design for the Library and will come up with an estimate, hopefully in January. Mr. Auston also announced that that we have a new server that should be up and running by the end of the year.

Legislation Update – No report

Advocacy – No report

Facilities – The Library needs to do some concrete repairs and will schedule them in the spring.

Finance – None

Governmental Affairs – No report

Library Resources – No report

Policy – Mr. Barr presented the new Smoking Policy. A motion was made and seconded to waive the Second Reading Policy. Barr/Olsen. A roll call vote passed. (7 Ayes [Mr. Bouchie, Mrs. Colton, Ms. Macikas Blumstein, Mr. Myers, Mrs. Postma, Mr. Olsen, and Mr. Barr]) A motion was made and seconded to accept the new Smoking Policy. Postma/Myers. A roll call vote passed. (7 Ayes [Mr. Bouchie, Mrs. Colton, Ms. Macikas Blumstein, Mr. Myers, Mrs. Postma, Mr. Olsen, and Mr. Barr])

Personnel Policies – Mr. Barr presented the changes to the Bereavement Leave Policy. First reading was done at this meeting, second reading will take place in January.

Also presented was the Library's new Holiday Policy. A motion was made and seconded to accept the new Holiday Policy. Bouchie/Barr. A roll call vote passed. (7 Ayes [Mr. Bouchie, Mrs. Colton, Ms. Macikas Blumstein, Mr. Myers, Mrs. Postma, Mr. Olsen, and Mr. Barr]) Mrs. Rauch recommended using the Library's floating holidays for 2008 on October 13 (Columbus Day) and December 26. A motion was made and seconded to accept this Holiday Calendar. Postma/Myers. A roll call vote passed. (7 Ayes [Mr. Bouchie, Mrs. Colton, Ms. Macikas Blumstein, Mr. Myers, Mrs. Postma, Mr. Olsen, and Mr. Barr])

A new policy concerning Staff Development was introduced. It would allow an employee to be reimbursed up to \$1000 per class for professional development (up to \$4000 per year). First reading was performed, second reading will happen in January,

Mr. Barr also discussed the Health Insurance Opt-Out. It was determined that the issue needs a little more research before it can be officially decided.

Audit – No report

Suggestion Box – Patron comments were read and discussed.

## OLD BUSINESS

Building Remodel – The Board discussed the new architectural plan. Concerns were raised as to the impact the new design will have on the Friends' space, and it was determined that those concerns will be addressed at the next Friends board meeting. A motion was made and seconded to approve the building plan. Barr/Olsen. A roll call vote passed. (7 Ayes [Mr. Bouchie, Mrs. Colton, Ms. Macikas Blumstein, Mr. Myers, Mrs. Postma, Mr. Olsen, and Mr. Barr])

Early Retirement – No update at this time

New Board Officers – Upon Mr. Olsen's retirement, Mrs. Colton has agreed to step in as Board Treasurer. Mrs. Postma will subsequently step in the Board Secretary. Which leaves a vacancy at Vice President. The remaining trustees were left to stew on this for the next month, and hopefully one of them will be inspired to communicate to Ms. Macikas their burning desire to serve as Vice-President. If not, one will be selected. The Board agreed that the Library should post notice of the new vacancy in the newspaper and the Library's newsletter and begin fielding resumes from interested parties.

The Board also heartily agreed that Mr. Olsen has been a fabulous treasurer and will be keenly missed.

## NEW BUSINESS

MLS Tuition reimbursement – Sarah Mercier is requesting reimbursement for a class she is taking in pursuit of her Masters degree. The Board agreed to this based on our old policy, which would provide her with 75% of the total. A motion was made and seconded to approve her request. Postma/Myers. A roll call vote passed. (7 Ayes [Mr. Bouchie, Mrs. Colton, Ms. Macikas Blumstein, Mr. Myers, Mrs. Postma, Mr. Olsen, and Mr. Barr])

Gambling Revenue Proposal – Mrs. Rauch and Mrs. Colton reported on the meeting of the Homewood Village Board where Village Trustee Tom Kataras proposed to allocate some of the Off-Track Betting sales tax revenue to the school board and the library. It was determined that members of the Library Board should meet with representatives from the School Boards and Park District Board to discuss our mutual concern. Mrs. Colton also agreed to write a letter of thanks to Mr. Kataras for his gesture.

## MEETINGS

The Homewood Area Chamber Annual Dinner will be held on January 26, 2008.

ADJOURNMENT – Ms. Macikas-Blumstein adjourned the meeting at 9:40 p.m.

Accepted \_\_\_\_\_

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Anne Colton  
Secretary