

Homewood Public Library District Board Meeting
Regular Meeting Minutes
Homewood Library
March 17, 2010

CALL TO ORDER – There was no official call to order; the regular board meeting immediately followed a special meeting in which the audit was discussed. Present at the meeting were Mr. Barr; Mr. Bouchie; Rev. Dr. Davis-Bridges; Ms. Eagle; Mr. Flor; Ms. Postma; Mr. Weiss and Ms. Rauch, administrative librarian.

CONSENT AGENDA –A motion was made and seconded to accept the consent agenda as presented. (Postma/Weiss)

TREASURER’S REPORT – The board discussed the audit in a special meeting immediately prior to the March 17 regular board meeting.

LIBRARIAN’S REPORT –

Dralle memorial and sculpture project: Ms. Rauch presented a concept for a Celebration Tree sculpture by Charles Fischer, landscape architect. A fund for this sculpture could be established in part through donations received by the library in memory of Wally Dralle.

Incident report: Someone spray painted a picture of a cat on the exterior back wall of the library.

Plan of service update: The library is ordering digital signage.

CORRESPONDENCE –

Thank you: The library board received a very kind email from a Homewood resident praising the Homewood library for instilling in her a lifelong love of reading and inspiring her to become a librarian.

Locked records: A patron had a problem with locked records in the MLS system. The system is aware of this problem.

Labels: A patron commented on the absence of labels on African-American literature. The board discussed labeling and decided that establishing lists (printed or online) of certain types of materials was a more flexible and accurate way to identify and group materials.

Magazine racks: Several patrons commented on the late lamented magazine racks. The magazine racks will return in the renovation.

COMMITTEE REPORTS –

Advocacy – No report

Facilities – The final payment for the construction project is being made. Change orders were generated for the roof (which cost less than projected) and adding the generator to the project. The facilities committee will schedule a final walk through prior to the next board meeting.

Finance – The finance committee met February 1, 2010. They noted that although the auditor's report's schedule of Special Revenue Funds balances as of June 30, 2009 were positive, the Building Reserve and Site Maintenance fund shows a negative balance due to statutory funding requirements. The board agreed with the committee's recommendation to reallocate balances among these special funds to remove the negative balance.

A motion was made and seconded to transfer \$1174.00 from the General fund to the IMRF fund. (Flor/Weiss)

A motion was made and seconded to transfer \$62,849.00 from the General fund to the Building Reserve and Site Maintenance fund. (Flor/Bouchie)

Governmental Affairs – Upcoming Cook County tax receipts may be flat or drop approximately five percent. Revenue losses are expected to be offset by the local TIF expiration.

Library Resources – No report

Policy – The board completed the first reading of the library's Freedom of Information Act (FOIA) policy.

Personnel Policies – The personnel committee will schedule a meeting to continue to refine the library's personnel policies.

Audit – The board discussed the audit in a special meeting held immediately prior to the regular March meeting.

NEW BUSINESS

Wedding: The board agreed to allow a wedding to be held at the library this summer.

Property tax appeal: The Homewood Hotel has filed a property tax appeal.

Interior design proposal: The board reviewed proposals from two interior design firms for completing the design of the library's interiors. There is approximately \$130,000 left

in the renovation budget that was previously approved by the board for furnishings, plus approximately \$250,000 left in the construction budget.

A motion was made and seconded for Ms. Rauch to negotiate with JL Design Group on the interior design. (Postma/Weiss)

Flexible Benefit Service Corporation Addendum: Flexible Benefit Service Corporation, the library's group health plan service provider, provided an addendum to the corporation's service agreement with the library; the addendum is intended to comply with the requirements of the federal Health Insurance Portability and Accountability Act (HIPAA).

A motion was made and seconded to approve the HIPAA Business Associate Addendum. (Davis-Bridges/Bouchie) Mr. Murray signed the Addendum.

OLD BUSINESS

None

ADJOURNMENT – A motion was made and seconded to adjourn. (Postma/Davis-Bridges) Mr. Barr adjourned the meeting at 9:05. Everyone had a Happy St. Patrick's Day.

Accepted _____

Amy Eagle
Secretary