

**Homewood Public Library District Board Meeting  
Regular Meeting Minutes  
Homewood Library  
7:30 p.m. – August 17, 2011**

**CALL TO ORDER** – Mr. Bouchie, president, called the meeting to order at 7:30 p.m. Present at that time were Mr. Bouchie, Mr. Barr, Ms. Davis-Bridges, Ms. Eagle, Mr. Flor, Ms. Korajczyk, Mr. Weiss and Ms. Rauch, administrative librarian. No members of the public were present.

**CONSENT AGENDA** – Ms. Korajczyk moved to approve the consent agenda. Ms. Eagle seconded the motion. Five corrections were made to the minutes from the prior meeting. After a brief discussion, the Board passed the motion by voice vote – 7 ayes, 0 nays, 0 absent.

**LIBRARIAN’S REPORT –**

Incident reports -- Ms. Rauch reported on two incidents: the first concerned the fall in the second concerned ID theft. On August 1, a patron reported a fall that occurred on Thursday, July 7, around 5 PM. The patrons believed her fall was caused by a slight rise in the cement on the outside sidewalk. Ms. Rauch will determine if repairs are required and will make such repairs as required. The other incident involved potential criminal use of library resources. The US Marshall's office was notified and library personnel have been informed.

Gates Grant and computer installation -- Ms. Rauch reported that 10 new computers have been installed and that the Gates Grant has been completed.

Support of #153 Foundation -- Fun Run -- Ms. Rauch reported that School District 153 Foundation will be holding a Fun Run again this year to raise money. The Library will be participating as a sponsor.

SWAN Council elections -- Ms. Rauch has been elected president of Swan Council. Congratulations and best wishes.

Tax Appeal Notice – Ms. Rauch reported that reference Ravisloe Country Club has filed a tax appeal notice.

New population count – Ms. Rauch reported that the census report for Homewood is down 200 people.

Wood cleaning – Ms. Rauch reported the cleaning of interior wood within the library is going well and the results are good.

Cable show with Mayor – Ms. Rauch reported that she recently taped a one-half hour interview with the Homewood Village President, Rich Hofeld. The interview will be shown on the Comcast cable channel.

**PATRON COMMENT/CORRESPONDENCE/SUGGESTION BOX/EMAIL COMMENTS** – Patron comments were generally favorable.

**COMMITTEE REPORTS –**

Advocacy – No report.

Facilities – The will be started on Monday, August 22, 2011.

Finance – A detailed report was submitted by Mr. Flor. Mr. Flor reported that the collection pattern of tax collections was causing a deficit of \$16,049. He indicated that one-time revenues are coming in. He also suggested moving maintenance expenses related to the Parkway project to the capital expense account. Ms. Korajczyk informed the board that tax bills may be delayed again this year. Mr. Flor indicated that he was going to check the payroll expense report and examine the change in percentage and bookkeeping procedures. He assured the board that we are where we should be and we are financially sound.

A motion was made by Ms. Korajczyk to move elevator expenses and July landscaping expenses from the general fund to the reserve fund. The motion was seconded by Ms. Davis-Bridges. After a brief discussion, the Board passed the motion – 7 ayes, 0 nays, 0 absent.

Governmental Affairs – No report.

Library Resources – The Committee will review collection development policy and will schedule meeting.

Policy – Ms. Rauch reported that HF High School had changed the format of the student ID cards and had removed home addresses from the cards. The Library had been using the student ID cards to prove home addresses for issuing Library cards. After a brief discussion, it was the consensus that the Library should develop a protocol that could verify home addresses for students without requiring a parent/guardian to come into the Library to sign for the student.

Personnel – No report.

Audit – Mr. Flor and Ms. Korajczyk volunteered to review and audit minutes.

Nominating committee – No report.

#### **New Business –**

Summer Reading Club Statistics - the summer reading program was a success. The library had 777 children sign up for the program and they read 11,019 books. The outreach summer reading program signed up 377 children, who read 798 books. Teen summer reading also exhibited positive results.

Opening hours change – the Board again discussed moving the opening from 9:30 AM to 9:00 AM. Problems concerning hours, ports, and collections were discussed. The Board continues to support the opening hours change.

#### **Old Business – none**

**Meetings** – The Illinois library Association (ILA) is beginning its annual conference on October 19, 2011, which conflicts with the scheduled meeting of the Board. After a discussion, Ms. Korajczyk moved to move the scheduled October Board meeting from October 19, 2011 to October 17, 2011. The motion was seconded by Ms. Davis-Bridges. The Board passed the motion by voice vote – 7 ayes, 0 nays, 0 absent.

**Adjournment** – Mr. Bouchie, president, adjourned the meeting.