

**HOMEWOOD PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES**

MINUTES

**Regular Board Meeting, April 17, 2019
6:00 P.M.**

CALL TO ORDER

President Percy Harris called the meeting to order at 6:00 p.m. Present were Trustees George Bouchie, Percy Harris, Thomas Nowak, Cece Belue, Adrienne River. Catherine Uecker arrived at 6:05 p.m. Absent was Trustee Ward. Also present was Interim Director Kathy Parker. The recorders of minutes were Michelle Snoddy and Kathy Parker.

GUESTS

Heather Kurtz, Jill Postma, Sandy Sullivan, Sharon Lade, Cameron Day, Margaret Novak, Lisa Stilts, Carla Bennard, Willa R. Lee, Pamela Tomek, Angela Messaglia, Danielle Nolen-Ragland, Marilyn Thomas Chronicle, Lisa Korajczyk, Pat Nevins, Amy Crump, David Mendoza, Sherry Jamea

PUBLIC COMMENT

The following persons addressed the board.

Sandy Sullivan/Library Employee/ACSME #31 Negotiating Member: Stated that the union and board have come to a tentative agreement on bargaining. She is excited to work with the board and that she is grateful that the contract will be signed soon.

Heather Kurtz: 61-year resident of Homewood- Thanked the staff and made a request to the board to take care of the staff.

CONSENT AGENDA (Action with Roll Call Vote)

- Approval of the January 23, 2019 Personnel Committee Minutes, March 20, 2019 Regular Board Meeting Minutes and March 20, 2019 Closed Session Minutes.
- Acceptance of the Financial Report of March 31, 2019.
- Approval of General Fund Registers dated March 21 and April 1, 2019.
- Approval of General Fund Check Registers dated February 21, 2019, January 23, 2019, and February 6, 2019.
- Acceptance of the Bills Payable Report in the amount of \$125,772.63.
- Acceptance of the Payrolls March 2019 IMRF and FICA.
- Acceptance of the March 2019 Balance Sheet as of March 31, 2019.
- Acceptance of the FY2019 YTD Actual Vs. Budget.
- Acceptance of the March 2019 Statistical Report.

Trustee Bouchie moved to approve the consent agenda. Trustee River seconded.

Roll Call vote: Bouchie - aye, Nowak - aye, Belue - aye, Uecker – aye, Harris – aye, River-aye. Motion carried.

OLD BUSINESS

- Meristem Advisors – Interim Director Kathy Parker made a recommendation to the board to hire Jamie Rachlin-Investment Advisor to do a 5 year assessment of expended revenue for the library. Trustee River moved and Trustee Uecker seconded to hire Jamie Rachlin of Meristem Advisors. Roll call vote: Bouchie-nay, Belue-aye, Harris-aye, Nowak-aye, Uecker, River-aye. Motion carried.

NEW BUSINESS

- Interim Director Parker requested that the library be closed on May 9, 2019 from 9:00 am-1:00pm to allow the staff and Friends of the Library to meet the finalists for the new director position. Ms. River moved and Ms. Ward seconded to close the library. The motion passed unanimously.
- Nomination Committee for Trustee Officer Election-Mr. Harris nominated Mr. Bouchie, Mr. Nowak and Ms. River to serve as committee chairs.
- Interim Director Parker stated that the two current managers are willing to decrease their regular work week from 37 hours to 35 hours, to be consistent with the library's regular work week and with the other full-time staff. However, doing so would decrease their annual salary by approximately \$3000 per year. Parker asked to award current managers additional vacation days to compensate them for the deficiency in income. Mr. Nowak recommended 3 days of additional vacation for the current managers only. Mr. Nowak motioned, and Ms. River seconded to approve vacation days for current manager. The motion passed unanimously.

INTERIM DIRECTOR'S REPORT

Ms. Parker presented a written report. An oral addition to the report:

- The restroom renovations have started. While the renovations are taking place, the employees will have access to the restroom, but have been advised to be careful around the construction site.
- Ms. Parker is waiting on a quote for workers' comp insurance from the library's current insurance agency but feels that it will not compare to the great rates given by LIRA (Library Insurance Risk Agency). She reported that although the budget is currently on target and if we are careful, we should end the fiscal year in the black. The library is also waiting for the final rate quotes for health insurance and believes there could be an increase of 4%.

COMMITTEE REPORTS

- Facilities – No report.

- Finance – Mr. Nowak reported that the budget looks positive for next year. There is currently a 3-month reserve and wants the library to start planning to put money away annually to increase those reserves. There may be a delay in some projects in order to increase the reserve to 6 months.
- Policy - No report.

PATRON COMMENTS – Board reviewed written comments and before closed session.

President Harris recognized the outgoing trustees Cece Belue and Catherine Uecker and thanked them for their service on the board. Ms. Belue wanted to thank the community and staff and encourage everyone to be patient during this transition. Ms. Uecker stated that it was an honor to be on the board and learn about the library and community. She also said that she might return to the board. Mr. Bouchie and Ms. River expressed their gratitude and thanked them for their service.

Trustee Uecker moved and Trustee River seconded, to go into closed session at 6:33 p.m. Roll Call vote: Bouchie - aye, Nowak - aye, Belue - aye, Uecker – aye, Harris – aye, River-aye. Motion carried.

CLOSED SESSION (POSSIBLE ACTION ON DISCUSSED ITEMS)

- pursuant to 5 ILCS 120/2 (c)(1) to discuss to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body....
- pursuant to 5 ILCS 120/2 (c)(2) to discuss collective bargaining matters
- pursuant to 5 ILCS120/2 (c)(11) to consider pending litigation

At 8:05 p.m. Trustee Uecker moved, and Trustee Bouchie seconded to reconvene open session. Roll Call vote: Bouchie - aye, Nowak - aye, Belue - aye, Uecker – aye, Harris – aye, River-aye. Motion carried.

ADJOURNMENT

Trustee Uecker moved, and Trustee Nowak seconded to adjourn at 8:05 p.m. Roll Call vote: Bouchie - aye, Nowak - aye, Belue - aye, Uecker – aye, Harris – aye, River-aye. Motion carried.

The next Board meeting is scheduled for May 15, 2019 at 7:00 p.m.

Accepted _____
Percy Harris, President **Adrienne River, Secretary**