

**HOMEWOOD PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES**

MINUTES

**Regular Board Meeting, October 17, 2018
7:00 P.M.**

CALL TO ORDER

Mr. Harris called the meeting to order at 7:04 pm. Present were Tom Nowak, Adrienne River, George Bouchie, Catherine Uecker, and Administrative Librarian Amy Crump. Absent were Jacoba Ward and Cece Belue. Recorder of minutes was Amy Crump.

GUESTS

Staff members Lisa Stilts, Jill Postma, Sherry Jameau, Sharon Lade. Members of the public Colin Chisek and David Mendoza.

PUBLIC COMMENT

None

PATRON COMMENTS (BLUE SHEETS):

Comment sheets were reviewed by the Trustees.

CONSENT AGENDA (Action with Roll Call Vote)

- Approval of the Minutes of the Board Meeting of September 19, 2018.
- Acceptance of the Financial Report of September 30, 2018.
- Approval of General Fund Check Register
- Acceptance of the Bills Payable Report in the amount of \$156,895.35
 - Payrolls September/October 2018
 - IMRF and FICA September/October 2018
 - Balance Sheet as of September 30, 2018
 - YTD Actual Vs. Budget
- Acceptance of the September 2018 Statistical Reports

Mr. Bouchie moved to approve the Consent Agenda and Mr. Nowak seconded. Roll call vote: Bouchie- aye, Nowak – aye, Harris - aye, River-aye, Uecker-aye. Motion carried.

ADMINISTRATIVE LIBRARIAN'S REPORT (Information)

See attached document.

COMMITTEE REPORTS

- Facilities (Information)
Chairperson Bouchie reported that the Facilities Committee will be meeting soon.
- Finance – Approval of minutes from 9/26 meeting (Action)

Chairperson Nowak moved to approve the minutes and Ms. River seconded. The motion passed unanimously.

- Personnel Policy – (Information)
No report. The next meeting is scheduled for October 24.
- Policy – Approval of minutes from 9/26 meeting (Action)
Chairperson Uecker moved to approve the minutes and Mr. Bouchie seconded. The motion passed unanimously.

OLD BUSINESS

- Financial documents on HPL website

Ms. Uecker moved to approve the recommendation from Finance Committee regarding posting the HPL budget on the website. Ms. River seconded. Roll call vote: Bouchie- aye, Nowak – aye, Harris - aye, River- aye, Uecker- aye. Motion carried.

NEW BUSINESS

- Proposed Ordinance 18-7 (Action)

Ms. River moved to hold the public hearing for the proposed levy ordinance on November 14 at 6:45 pm. Mr. Nowak seconded. The motion passed unanimously.

- Proposed policy change(Action)
 - Proposed amendments to the HPL Policy Non-resident Card policy (in red) to meet expectation of new Illinois law passed in August 2018.
 - **A nonresident who, as an individual or as a partner, principal stockholder, or other joint owner, owns or leases property that is taxed for library service or is a senior administrative officer of a firm, business, or other corporation owning taxable property within the Library District, upon presentation of the most recent tax bill upon that taxable property or a copy of the commercial lease of that taxable property, may apply for a business card. A business card holder must accept responsibility for any materials circulated on the card. Business cards are issued for a one-year period and are local use only and do not qualify for interlibrary loan or reciprocal borrowing. Business cardholders may use the Digital Media Lab and/or check out digital devices that are available for circulation.**

Ms. Uecker moved to approve the proposed policy change and Mr. Nowak seconded. Roll call vote: Bouchie- aye, Nowak – aye, Harris - aye, River- aye, Uecker-aye. Motion carried unanimously.

- Report on Strategic Plan 2017-2020 (Information)
- Mr. Harris gave a brief report on his attendance at the ILA Annual Conference. He has emailed the link to several of the sessions so that the Board may peruse them, if they are interested.
- Mr. Harris proposed that the Board consider having a staff appreciation event each year. A discussion took place. No decision was reached.

ADJOURN TO CLOSED SESSION (If warranted)

Under ILCS 5 120/2 (C)(2) to discuss collective negotiating matters.

Under ILCS 5 120/2(C)(1), to consider the appointment, employment, compensation, discipline, performance matters or dismissal of an employee.

Mr. Harris moved to go into closed session, for reasons stated above. Ms. River seconded. Roll call vote: Bouchie- aye, Nowak – aye, Harris - aye, River- aye, Uecker-aye. Motion carried.

Ms. Uecker moved to go into open session at 8:40 pm. Mr. Nowak seconded. Roll call vote: Bouchie- aye, Nowak – aye, Harris - aye, River- aye, Uecker-aye. Motion carried.

ADJOURNMENT

Motion made to adjourn by Mr. Bouchie, seconded by Ms. Uecker at 8:50 pm. Motion passed unanimously.

The next regular Board meeting is scheduled for November 14, 2018 at 7:00 pm.

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