

**HOMWOOD PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES**

MINUTES

**Regular Board Meeting, September 19, 2018
7:00 P.M.**

CALL TO ORDER

Mr. Harris called the meeting to order at 7:01 pm. Present were Jacoba Ward, Tom Nowak, Adrienne River, Cece Belue, George Bouchie, Catherine Uecker, and Administrative Librarian Amy Crump. Recorder of minutes was Amy Crump.

GUESTS

- Police Chief Bill Alcott
- HPL Staff members: Margaret Novak, Sharon Lade, Teresa Bagatella, Melissa Frew, Deb Casella, Kayla Brook, Angela Messaglia, Ashley Sander, Jill Postma, Juanita Nutting, Lisa Stilts, Sandy Sullivan, Mary Wegrzyn, Sherry Jameau, Nicole Peats, Kathy Tisoncik, Sue Hoffman
- Members of the public: Sue Ryan, Cameron Day (AFSCME rep), Maureen Gallagher-Brimley, Deb Alt, Sue Dralle, Anne Barry, Andy Lindstrom, Deb Dennison, Loretta Whitney, Linda Lopez, Jolyce Abernathy. There were also quite a few people who did not introduce themselves.

PUBLIC COMMENT

- Maureen Gallagher-Bingsley read a letter of support for the library union.
- Ann Barry complimented the library on the Summer Reading and said she won one of the drawings for zoo tickets. She said she was there to follow up on her request to have more of the library's financial information posted on the website. She also stated her concern about how the general Board email was set up.
- Loretta Whitney stated that she agreed with Maureen.
- Sue Dralle thanked the Board for listening.
- Margaret Novak read a letter about the state of the collective bargaining process at the library.
- Deb Alt stated that she believes the library is an unhealthy atmosphere.

NEW BUSINESS

- Bill Alcott, Homewood Chief of Police, gave a brief presentation about security at the library. He stated that the level of security currently at the library is of a good level and will provide a write-up on his findings to improve security at the library. He offered to provide classes or even a critical incident training for the staff. Some of the staff members asked security questions that were answered by Chief Alcott, specifically about sharps containers being placed in the library, the security of public bathrooms and the upcoming family restroom and how one staff member feels uncomfortable with her back to the front door when she is at a service desk.

PATRON COMMENTS (BLUE SHEETS):

Comment sheets were reviewed by the Trustees. It was suggested that signs about e-resources be placed by the computers. Ms. Ward requested that the person who wrote about the TED talks receive a phone call in response. The suggestion about a keyboard that malfunctions has already been passed onto the tech support person. There was a brief discussion about the tall prairie plants in front of the library.

Ms. Belue acknowledged the comments about Ms. Sherry and complimented her work at the Bright Star Academy, which Ms. Belue's children attend. She also complimented Ms. Angela on the high quality of her preschool story times.

CONSENT AGENDA (Action with Roll Call Vote)

- Approval of the Minutes of the Board Meeting of August 15, 2018, as amended.
- Acceptance of the Financial Report of July 31 and August 31, 2018
- Approval of General Fund Check Register
 - Acceptance of the Bills Payable Report in the amount of \$168,318.31
 - Payrolls August/September 2018
 - IMRF and FICA August/September 2018
 - Balance Sheet as of August 31, 2018
 - YTD Actual Vs. Budget
- Acceptance of the August 2018 Statistical Reports

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

ADMINISTRATIVE LIBRARIAN'S REPORT (Information)

See attached document. Ms. Crump added a note about Stephanie Ferkula being promoted to the Paraprofessional III position.

Mr. Harris inquired about the pilot at James Hart, the internship at the high school, the collaboration with the new book store (Bookies) and the Squid Award. Ms. Crump explained about each of the items.

COMMITTEE REPORTS

- Facilities (Information)
 - No report – still working on plan for barrier for the low-hanging section of the stairs.
- Finance – (Information)
 - No report. Next meeting is 9/26 at 7 pm.
- Personnel Policy – (Information)
 - No report. Next meeting is October 9 at 7:30 pm.
- Policy – (Information)
 - No report. Next meeting is 9/26 at 6:30 pm.

OLD BUSINESS

- Family Restroom Project
 - A building permit has been obtained. Bids are still being solicited.
- Administrative Librarian's Annual Review
 - Still in process

NEW BUSINESS

- Approval of staff travel expenses for the ILA Conference in October (Action)

Mr. Bouchie moved to approve the proposed travel expenses for three staff members and Ms. Uecker seconded Roll call vote: Belue - aye, Bouchie- aye, Nowak – aye, Harris - aye, River- aye, Uecker- aye, Ward - aye. Motion carried.

- Carpet in library
 - Ms. Crump stated that the carpet in the library has deteriorated quite a bit and is now presenting trip hazards in both the staff and public areas. Mr. Bouchie asked Ms. Crump to gather information regarding carpet replacement and present it at the next scheduled Facility Committee meeting.
- Art donation
 - The library has received an art donation, pending approval from the Library Board, as is policy. The matter was sent to the Facility Committee to discuss when their next meeting is scheduled.

ADJOURNMENT

Motion made to adjourn by Mr. Bouchie, seconded by Ms. Belue at 8:12 pm. Motion passed unanimously.

The next Board meeting is scheduled for October 17, 2018 at 7:00 pm.

Accepted _____
Percy Harris, President Adrienne River, Secretary