

**HOMEWOOD PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES**

MINUTES

**Special Board Meeting, December 19, 2018
7:00 P.M.**

CALL TO ORDER

President Percy Harris called the meeting to order at 7:00 p.m. Present were Trustees Cece Belue, George Bouchie, Percy Harris, Thomas Nowak, Adrienne River, Catherine Uecker, and Yoka Ward. Also present was Interim Librarian Kathy Parker. The recorder of minutes was Adrienne River.

GUESTS

Library attorney Thomas Melody; Timothy Martin; and Jill Postma.

PUBLIC COMMENT

Jill Postma raised a concern about the planned family bathroom meeting OSHA requirements on the number of persons that can be accommodated.

CLOSED SESSION

At 7:10 p.m., Mr. Nowak moved to adjourn to closed session for the purposes of discussing the appointment, employment, compensation, discipline, performance matters or dismissal of an employee, pursuant to 5 ILCS 120/2(c)(1); collective negotiating matters, pursuant to 5 ILCS 120/2(c)(2); and current or imminent litigation, pursuant to 5 ILCS 120/2(c)(11). Ms. Belue seconded. The motion passed unanimously following a roll call vote: Ms. Belue - aye; Mr. Bouchie - aye; Mr. Harris - aye; Mr. Nowak - aye; Ms. River - aye; Ms. Uecker - aye; and Ms. Ward - aye. At 7:34 p.m., Ms. Uecker moved to adjourn out of closed session, and Ms. Ward seconded the motion; the motion passed unanimously.

OLD BUSINESS

- Family bathroom project - Ms. River informed the Interim Director Parker of emails forwarded to her from one of the library's attorneys that were originally sent to the former Administrative Librarian concerning a response needed on bid documents. She will follow up on this matter.

NEW BUSINESS

- Contract with Interim Librarian: The board discussed with Interim Librarian Parker the scope of her position and how her communications with the Board should be handled. She will handle upcoming deadlines, such as those for the per capita grant and RAILS membership (Reaching Across Illinois Library System). She will attend the next meeting of the East Hazel Crest Library Board.

- Hiring search for new administrative librarian: Interim Librarian Parker recommended using a consultant and doing a national search. It would be a lot of work for the library board to do the search and hiring without such assistance. She believes that the market for librarian directors is tight. She reported that she had previously worked to get jobs with John Keister, whose firm assists public libraries in recruiting and hiring directors. She also recommended the firm of Bradbury Miller Associates, which performs national searches. That firm might charge \$15,000 to \$30,000. Mr. Harris will contact the firm to get information. Interim Librarian Parker pointed out that if an administrative librarian is hired before June 2019, the person could get a week-long training for new directors from the Illinois Library Association. Also, she could coach a librarian who had not previously worked as a director.
- Finance committee meeting - The date of January 9, 2019, was set to discuss the family restroom project, collective bargaining, the negotiations to renew the library contract with East Hazel Crest, and hiring a secretary to record board minutes.

ADJOURNMENT

Mr. Harris moved to adjourn, and Mr. Bouchie seconded. Motion passed unanimously. Board meeting adjourned at 8:55 p.m.

The next Board meeting is scheduled for January 16, 2019.