

Stickney-Forest View Public Library District
Minutes of the General Meeting of the Board of Trustees
January 28, 2015
7:00pm

The meeting was called to order at 7:04pm by Board President D. Adamczyk. Present at roll call were Trustee C. Dumas, Trustee A. Murillo, Trustee S. Hosek, Trustee M. Blatter, and Board President D. Adamczyk. Trustee J. Lopez arrived during the Secretary's Report.

Present from the Library staff were Director H. Shlah, Assistant Director J. Blazek and meeting stenographer J. Habley.

Approval of the Minutes of the Regular Meeting December 17th, 2014

Regular Board Meeting Minutes from December 17th, 2014 were approved.

Comments from the Public

-None

Secretary's Report

- Invitation to the breakfast at the Stickney Recreation Center on February 8th.
- Memo from Roger Ritzman, Attorney, concerning Gov. Rauner's new standards regarding what should be included on the website for the public.
- Memo from the Illinois Board of Elections confirming that all trustees running in the election are certified on the ballot.
- Library is declared an early voting site. The next early voting commences on March 23rd. Confirmation of boundaries and the street index was requested by the Illinois Board of Elections.
- Secretary of State, Jesse White, awarded the Library Per Capita Grant funds in the amount of \$13,015.
- ILA sent a letter thanking the Library for their membership support.

Financial Report

- A request was made regarding CDs coming due. It was determined that none are due until 2016.
- A question was raised about a check to Attorney Roger Ritzman. It was determined that irregular billing was attributable to construction contract vetting and the draft of a rider for inclusion.

Financial Report-Warrants-Payroll

- The Board reviewed the payroll from 12/15/14-12/28/14:
22 Direct deposits

Electronic deposit for Federal Tax EFT# 270540210264755
Electronic deposit for Illinois State Tax EFT# 0-211-827-328
Electronic deposit for IMRF EFT# 0541801 Reference # 06564

-The Board reviewed the payroll from 12/29/14-1/11/2015:

22 Direct deposits

Electronic deposit for Federal Tax EFT# 270541630641847

Electronic deposit for Illinois State Tax EFT# 0-762-685-056

-The Board reviewed the payroll from 12/1/14-12/14/14:

21 Direct deposits

Electronic deposit for Federal Tax EFT# 270475342875140

Electronic deposit for Illinois State Tax EFT# 1-356-917-376

Motioned: C. Dumas

Seconded: S. Hosek

Aye: C. Dumas, A. Murillo, J. Lopez, S. Hosek, M. Blatter, and D. Adamczyk

Nay: None

Absent: L. Valencia

Abstain: None

Financial Report-Warrants-Invoices

Invoices were reviewed and the invoices presented for payment were:

-Checks 10,816 through 10,884

-5 electronic deposits

-4 debit/credit card transactions

-1 petty cash transaction

-Total: \$78,919.78

Motioned: J. Lopez

Seconded: D. Adamzek

Aye: C. Dumas, A. Murillo, J. Lopez, S. Hosek, M. Blatter, and D. Adamczyk

Nay: None

Absent: L. Valencia

Abstain: None

Director's Report

-Referendum discussion.

-Issue with the front door malfunction was discussed. Quote is included in the Director's Report.

-Director H. Shlah explained the book buying process for comparing book prices, with the use of jobber. The Library uses sources that would not be underpriced by retail.

Department Head Reports

Read and accepted as presented.

Committee Reports

-None

Unfinished Business

-None

New Business-ALA Trustee Ethics Statements-Review

-Request to reformat

New Business-Trustee Bylaw-Review

-No comments

New Business-Community Bulletin Board Policy-Review

-No comments

New Business-Patron Code of Conduct-Review

-No comments

New Business-Relationship with Schools-Review

-No comments

New Business-Motion to Close the Library for Staff Institute Day Friday, March 13th-Action

Motioned: M. Blatter

Seconded: C. Dumas

Aye: C. Dumas, A. Murillo, J. Lopez, S. Hosek, M. Blatter, and D. Adamczyk

Nay: None

Absent: L. Valencia

Abstain: None

New Business-Motion to change May's Board Meeting date from May 27th to May 13th-Action

Motioned: T. Murillo

Seconded: D. Adamczyk

Aye: C. Dumas, A. Murillo, J. Lopez, S. Hosek, M. Blatter, and D. Adamczyk

Nay: None

Absent: L. Valencia

Abstain: None

New Business-Motion to close the Library for the Summer Reading Kick Off June 13th-Action

Motioned: T. Murillo

Seconded: D. Adamczyk

Aye: C. Dumas, A. Murillo, J. Lopez, S. Hosek, M. Blatter, and D. Adamczyk

Nay: None

Absent: L. Valencia

Abstain: None

New Business-Motion to expend \$14,236 from reserved funds for building renovation-Action

-It was discussed that funds should be expended to increase staff work space and increase and improve storage as phase one of the renovation project.

Motioned: C. Dumas

Seconded: D. Adamczyk

Aye: C. Dumas, A. Murillo, J. Lopez, S. Hosek, M. Blatter, and D. Adamczyk

Nay: None

Absent: L. Valencia

Abstain: None

New Business-Motion to go into closed session to discuss the tuition compensation of specific employee(s) as allowed by the Illinois Open Meetings Act, ILCS120 Section 2(c)(1).

Closed session 8:01pm

Motioned: J. Lopez

Seconded: S. Hosek

Aye: C. Dumas, A. Murillo, J. Lopez, S. Hosek, M. Blatter, and D. Adamczyk

Nay: None

Absent: L. Valencia

Abstain: None

New Business-Motion to exit closed session and reconvene the general open meeting-Roll Call 8:17pm

Motioned: J. Lopez

Seconded: S.Hosek

Aye: C. Dumas, A. Murillo, J. Lopez, S. Hosek, M. Blatter, and D. Adamczyk

Nay: None

Absent: L. Valencia

Abstain: None

Open Session-Motion to deliver the following tuition reimbursement and terms for specific employee(s) as a result of the closed session meeting as allowed by the Illinois Open Act, 5ILCS120 Section 2(c)(1)-Action

Motioned: D. Adamczyk

Seconded: M. Blatter

Aye: C. Dumas, A. Murillo, J. Lopez, S. Hosek, M. Blatter, and D. Adamczyk

Nay: None

Absent: L. Valencia

Abstain: None

Adjournment 8:18pm