

**Stickney-Forest View Public Library District
General Meeting of the Board of Trustees
April 27, 2016**

ORIGINAL

The meeting was called to order at 7:01 pm by Board President D. Morrison. Present at roll call were Treasurer S. Hosek, Secretary M. Blatter, Trustee A. Murillo, Trustee J. Lopez and Trustee E. Montiel. Trustee L. Valencia arrived at 7:06 pm.

Present from the Library staff were Director H. Shlah and meeting stenographer J. Chavez Buchanan.

Secretary's Minutes:

March 23, 2016 – Regular Board Meeting Minutes: Accepted and filed for audit.

Comments for the Public:

None

Secretary's Report/Correspondence:

The Library received a thank you letter from St. Pius X for the donation of the Lion's pancake breakfast tickets.

The Library will circulate a petition for 2016 Summer Reading Block party.

A complimentary letter was received regarding the Storytime presenter C. Reynoso, Youth Services Outreach and ESL Librarian.

The Stickney Fire department sent in a letter regarding the elevator phone problems.

The Library received a thank you letter from Illinois Funds thanking the Library for our business.

St Pius X has approved the use of their parking lot for the summer reading block party.

The Library received an invitation from the Heartland Institute to attend the grand opening Michael Perry Maser Library in Arlington Heights on May 4, 2016.

Everest Snow Management sent a letter to thank us for our business.

Roger Ritzman sent a chronology of our FY17 Ordinances.

Financial Report:

Treasurer's report (March): Accepted as presented

Profit and Loss Report (March): Accepted as presented

Transaction List (March): Accepted as presented

Warrants:

Payroll: The Board reviewed payroll from 3/7/16-3/20/16: pay date 3/25/16

Check # 19 Direct Deposits

Federal Tax EFT # Filed by Paylocity

IL Tax EFT # Filed by Paylocity

IMRF: Ref. #: 14546, EFT#: 0541801

Voided Checks – None

Payroll: The Board reviewed payroll from 3/21/16-4/3/16: pay date 4/8/16

Check # 20 Direct Deposits and 1 check

Federal Tax EFT # Filed by Paylocity

IL Tax EFT # Filed by Paylocity

IMRF: None

Voided Checks – None

Payroll: The Board reviewed payroll from 4/4/16-4/17/16: pay date 4/22/16

Check # 19 Direct Deposits

Federal Tax EFT # Filed by Paylocity

IL Tax EFT # Filed by Paylocity

IMRF: None

Voided Checks – None

- Trustee J. Lopez motioned to pay payroll and Trustee E. Montiel seconded the motion.

Roll call results were:

- Aye- D. Morrison, S. Hosek, M. Blatter, A. Murillo, J. Lopez, L. Valencia and E. Montiel
- Nay- None
- Absent- None
- Abstain- None

Invoices: Invoices were reviewed and the invoices presented for payment were:

Checks # LC 11523-11578, 4 EFTS's, 5 Debit/Credit Card Transactions and 1 Petty Cash

Total Amount \$79,042.28

- Trustee L. Valencia motioned to pay the invoices and Trustee S. Hosek seconded the motion.

Roll call results were:

- Aye- D. Morrison, S. Hosek, M. Blatter, J. Lopez, A. Murillo, L. Valencia and E. Montiel
- Nay- None
- Absent- None
- Abstain- None

Department Reports:

Accepted as presented

Director's Report

Accepted as presented

The summer reading Kick off block party is scheduled for June 4, 2016.

Trustee Lopez gave a verbal report regarding the pipe collapse and the repairs that were done. A recommendation was made to camera scope the plumbing pipes every two years and to remove the ivy and tree limbs from the building.

Committee Reports:

None

Unfinished Business:

- a. Food in the Library Policy – New (Tabled for further research/discussion)

Food in the Library Policy – tabled for further research

New Business:

a. Election Certificate (Action- Adopt)

Election Certificate was unanimously adopted.

Roll call results were:

- Aye- D. Morrison, S. Hosek, M. Blatter, J. Lopez, A. Murillo, L. Valencia and E. Montiel
- Nay- None
- Absent- None
- Abstain- None

b. Sikich Engagement for the Audit (2016) (Action- Adopt/Engage)

Trustee S. Hosek motioned to adopt/engage Sikich Engagement for the Audit (2016) and Trustee J. Lopez seconded the motion.

Roll call results were:

- Aye- D. Morrison, S. Hosek, M. Blatter, J. Lopez, A. Murillo, L. Valencia and E. Montiel
- Nay- None
- Absent- None
- Abstain- None

c. Studio GC Project Notes (Discussion)

d. Percapita Reduction (Discussion)

e. Replacement Tax Deposits (Discussion)

f. Policies – Trustee Bylaws, Teen Space, Relationship with Schools, Patron Code of Conduct, Unattended Children (Action – Review)

Trustee Bylaws, Teen Space, Relationship with Schools, Patron Code of Conduct and Unattended Children polices were reviewed and approved.

Having no further business the meeting was adjourned at 8:30 PM.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Marjorie Blatter".

Marjorie Blatter, Secretary