

Board Meeting
June 12, 2018
7:00 P.M.

1. Call to order—The meeting was called to order by President Tom Miller at 7:00 P.M.
2. Roll call—The following trustees were present: Bahira Karim (left at 7:45 P.M.), Carol Looby, K. C. McKenna Schlee, Tom Miller, and Ruth Anne Wheeler. Wendy McCarthy and Karen Regan were absent with prior notification.
Also present: Worth resident Carol Antosz and Administrative Librarian Carol Hall
3. Pledge of Allegiance
4. Motion to establish Consent Agenda—Motion to establish the Consent Agenda including items a, b, c, and d was made by Ruth Anne Wheeler and seconded by Carol Looby
 - a. Approve minutes of May 8th Policy & Personnel Committee Meeting
 - b. Approve minutes of May 8th Regular Board Meeting
 - c. Approve payment of monthly bills in the amount of \$44,986.54
 - d. Approve Treasurer’s Report

Balance, May 1, 2018	\$1,239,284.64
Revenues	13,152.04
Expenditures	56,337.40
Balance, May 31, 2018	\$1,196,099.28

Yes: Bahira Karim, Carol Looby, K. C. McKenna Schlee, Tom Miller, and Ruth Anne Wheeler
No: None
5. Motion to approve Consent Agenda—Motion to approve the Consent Agenda was made by Ruth Anne Wheeler and seconded by Tom Miller.
Yes: Bahira Karim, Carol Looby, K. C. McKenna Schlee, Tom Miller, and Ruth Anne Wheeler
No: None
6. Communications
 - Information regarding participation in Worth Days Parade. The library will participate again this year.
 - Thank you letter from Marris Meyer American Legion Auxiliary for Poppy Day donation.
 - Proposal for replacing exit door to parking lot

7. Librarian's Report

- Capital Plan—Dan Ruzic is in the final stages of finishing up the Capital Plan.
- Parking lot exit door—The door is scheduled for delivery from the manufacturer on June 22nd. Installation should occur a week or two later.
- The new meeting room camera was installed on Monday. It is sensitive enough that we can see a picture in the room using only illumination from the emergency exit light. The resolution is also much better. We still have several cameras in use from the original installation in 2003.
- We received a refund check in the amount of \$712 from The Hartford. Their auditor determined that we had overpaid our Workers Compensation policy.
- Ed Urban said he has not forgotten about finishing up the drainage ditch behind the library. Public Works projects have been delayed because of the rainy weather.
- We received a donation for a leaf on The Giving Tree.

8. Committee Reports—Chairman K. C. McKenna Schlee distributed a final draft of the Board By-laws revision. By-laws will be placed on the July meeting agenda for approval.

9. Unfinished Business

- a. Security Monitor (Discussion)—Board members reviewed staff member comments. The Administrative Librarian will provide additional information for the next meeting. Bahira Karim will contact Worth Police to learn if there are options that would lessen or eliminate the afterschool parking lot congestion and crush of students crowding the building entrance to be picked up.

10. New Business

- a. Bi-annual review of closed session minutes—Motion that no closed session minutes be made public at this time was made by K. C. McKenna Schlee and seconded by Tom Miller.
Yes: Carol Looby, K. C. McKenna Schlee, Tom Miller, and Ruth Anne Wheeler
No: None
- b. Approve Prevailing Wage Ordinance—Motion to approve Ordinance 2018-6 an Ordinance Adopting the Prevailing Wage Rates for Laborers, Workers, and Mechanics Employed by the Worth Public Library District was made by Ruth Anne Wheeler and seconded by Carol Looby.
Discussion—Prevailing Wage Rates for Cook County are posted on the Illinois Department of Labor's website. They are updated as needed.
Yes: Carol Looby, K. C. McKenna Schlee, Tom Miller, and Ruth Anne Wheeler
No: None

- c. Approve Non-Resident Card Ordinance—Motion to approve Ordinance 2018-7 Authorizing Public Library Non-Resident Cards was made by K. C. McKenna Schlee and seconded by Tom Miller.

Discussion: Using the Illinois State Library’s General Mathematical Formula, the minimum cost would have to be \$169.73. After discussion it was decided that the fee would be \$175. No non-resident cards were issued last year.

Yes: Carol Looby, K. C. McKenna Schlee, Tom Miller, and Ruth Anne Wheeler

No: None

- 11. Set dates for committee meetings-- Policy & Personnel Committee Chairman K. C. McKenna Schlee distributed copies of the Administrator’s Evaluation form. She would like board members to complete the form and return it to her library mailbox by July 3rd so that she can compile the results.

No date was set for a committee meeting.

- 12. Public comment—Carol Antosz offered to present a program about dealing with stress at work. It would be suitable for staff and/or public. She will send more information to the Administrative Librarian.

- 13. Adjournment—Motion to adjourn the meeting was made by Carol Looby and seconded by Ruth Anne Wheeler.

The motion carried, and the meeting was adjourned at 7:55 P.M.

President

Acting Secretary