

Board Meeting
July 10, 2018
7:00 P.M.

1. Call to order—In the absence of the President and Vice-President, the meeting was called to order by Secretary Wendy McCarthy at 7:04 P.M.
2. Roll call—The following trustees were present: Carol Looby, Wendy McCarthy, K. C. McKenna Schlee, Karen Regan, and Ruth Anne Wheeler. Trustees Bahira Karim and Tom Miller were absent.
Also present: Administrative Librarian Carol Hall
3. Pledge of Allegiance
4. Motion to establish Consent Agenda including items a, b, and c was made by Ruth Anne Wheeler and seconded by Carol Looby.
 - a. Approve minutes of June 12th Board Meeting
 - b. Approve payment of monthly bills in the amount of \$45,104.70
 - c. Approve Treasurer's Report

Balance, June 1	1,196,099.28
Revenues	3,186.99
Expenditures	63,616.60
Balance, June 30	1,135,669.67

Yes: Carol Looby, Wendy McCarthy, K. C. McKenna Schlee, Karen Regan, and Ruth Anne Wheeler
No: None
5. Motion to approve Consent Agenda was made by K. C. McKenna Schlee and seconded by Karen Regan.
Yes: Carol Looby, Wendy McCarthy, K. C. McKenna Schlee, Karen Regan, and Ruth Anne Wheeler
No: None
6. Communications
 - Project Green Proposal for upgrading fluorescent light fixtures to LED's
 - Blackout Sealcoating proposal
 - Maul sealcoating proposal
 - Pavement Systems Inc. sealcoating proposal
 - ILA Trustee Day schedule
 - Comparison chart of non-resident card fees from several libraries

7. Librarian's Report

- Any board members who wish to attend ILA conference, please notify the Administrator
- A drunk driver drove through the entrance of the Blue Island Public Library early Tuesday morning; they anticipate being closed a few days.
- Youth Services Assistant Bonnie Cosentino has been reorganizing and tidying the meeting room. It is a considerable improvement over the past few weeks.
- Summer Reading programs are going well.
- A new fiscal year began July 1st. Department Heads have been asked for a prioritized list of needs/requests to be included in the budget.
- The Librarian asked the board if it is acceptable to them to allow for salary increases of up to 2.5%. The Board is amenable to this.
- The Head of Youth Services has requested an additional 8 hours per week for the Youth Services Assistant. This would bring her total hours per week to 20 and would require her enrollment in IMRF. The additional hours would
 - Help cover some hours when the Department Head is off or sick.
 - Allow the Assistant more time to keep supplies and storage in good order
 - Provide another person to assist students after school
 - Assist at the Circulation Desk if regular clerks are sick or unavailable.Board members were also amenable to this request.

8. Public Comment—None present

9. Committee Reports—No reports.

10. Unfinished Business

- a. Parking lot student pick up/drop off issue (discussion)—Several options were discussed
 - A letter to be sent home to all parents at the start of the school year
 - Posting signs with wording such as No School Drop Off Or Pick Up; No Student Drop-Off or Pick Up.
 - A trustee from another library told K. C. McKenna Schlee that having a police officer in the parking lot for the first two weeks of school had helped resolve the problem at her library.
- b. Security Monitor (discussion)—The board does not wish to pursue a monitor at this time, but the Administrator will make allowance in the budget for a part-time person during the school year should the need arise.

11. New Business

- a. Appointment of two trustees to audit fy 16-17 board minutes (action item)
K. C. McKenna Schlee and Wendy McCarthy volunteered to audit the minutes.

- b. Accept Project Green's proposal to replace interior and exterior light fixtures with LED's (action item)--Motion to accept Project Green's proposal to replace interior and exterior light fixtures at a cost of \$9,526.27 was made by K. C. McKenna Schlee and seconded by Ruth Anne Wheeler.
Discussion: The overall cost of the project is \$17,850.50 and qualifies for a rebate from ComEd of \$8,324.23. The library will assign the ComEd rebate to Project Green and pay Project Green \$9,526.27 (the library's share of the project).
Yes: Carol Looby, Wendy McCarthy, K. C. McKenna Schlee, Karen Regan, and Ruth Anne Wheeler
No: None

- c. Accept proposal to sealcoat, crack fill, and stripe parking lot (action item)—
Motion by Karen Regan, seconded by Ruth Anne Wheeler to accept the proposal of Pavement Systems, Inc. to sealcoat, crack fill, and stripe the parking lot at a cost of \$1,945.00.
Discussion: This proposal included their certificate of insurance. The work will be completed in two mobilizations. Blackout Sealcoating and Maul would each do the work in only one mobilization; neither included a certificate of insurance with their proposal.
All companies would do the work on weekdays and would require that the lot be closed at least 24 hours to cure. A date for the work remains to be determined and will depend on suitable weather. At this time it is unknown if the library will need to be closed or its hours adjusted while the parking lot is closed.
Yes: Carol Looby, Wendy McCarthy, K. C. McKenna Schlee, Karen Regan, and Ruth Anne Wheeler
No: None

- d. Executive Session ILCS 120/2(c)(1) "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity."—No session was needed at this time.

12. Set dates for committee meetings

Finance committee will meet Tuesday, July 24th at 6:30 P.M.

13. Public comment—None present.

14. Adjournment—Motion to adjourn the meeting was made by Karen Regan and seconded by Carol Looby. The motion carried, and the meeting was adjourned at 8:07 P.M.

Secretary and Presiding Officer