

Board Meeting
September 11, 2018

1. Call to order—The meeting was called to order by Vice-President Bahira Karim at 7:00 P.M.
2. Roll call—the following trustees were present: Bahira Karim, Carol Looby, Wendy McCarthy, K. C. McKena Schlee (arrived 7:20), and Karen Regan. Tom Miller and Ruth Anne Wheeler were absent with prior notification.
Also present: 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, d, and e was made by Karen Regan and seconded by Wendy McCarthy
 - a. Approve minutes of August 14th Policy & Personnel Committee Meeting
 - b. Approve minutes of August 14th Finance Committee Meeting
 - c. Approve minutes of August 14th Board Meeting
 - d. Approve payment of monthly bills in the amount of \$49,171.29
 - e. Approve Treasurer’s Report

Balance, August 1, 2018	\$1,305,675.60
Revenues	129,044.25
Expenditures	71,007.81
Balance, August 31, 2018	\$1,363,712.04

Yes: Bahira Karim, Carol Looby, Wendy McCarthy, and Karen Regan
No: None
5. Motion to approve Consent Agenda—Motion to approve the Consent Agenda was made by Karen Regan and seconded by Wendy McCarthy.
Yes: Bahira Karim, Carol Looby, Wendy McCarthy, and Karen Regan
No: None
6. Communications
 - Copy of Worth Days ad in Village View Newspaper
 - Information regarding changes in legislation that affect libraries
 - Chapter 7 of The Trustee Facts File
7. Librarian’s Report
 - Debbie O’Leary’s 25th service anniversary is next year.

- Youth Services would like to use three of the laptop computers for students doing homework. Board members agreed that it would be an appropriate use.
- Comments/suggestions for Worth Days Parade improvements: Volunteers agreed that the parade had gone well in spite of the very hot weather. Using a small wagon to carry a supply of candy was helpful. The administrator shared parade pictures from 1969 and 1970 showing the library's float. In 1969 the board approved \$160 for a float, and \$200 for a float in 1970. While not specifically stated it is assumed that the floats were rented. Carol Looby has a friend who has driven parade floats; she will ask if he knows about the cost to rent one.
- The parking lot will be sealcoated on Friday, September 14th. The lot must dry for 24 hours before it can be used. The Administrative Librarian recommended closing the library on Friday and opening at 1 p.m. on Saturday to allow for this. The board members agreed to do so.
- Assistant Superintendent of Public Works Ed Urban said he would let me know when 111th Place is going to be repaved.
- The Administrative Librarian is pleased with the work on our circuit breaker boxes.
- The after school pick up situation has improved over last Spring.
- Reminder—Special Meeting to hold budget hearing and to pass the Budget and Appropriation Ordinance will be Tuesday, September 18, at 7 pm.
- As of today Cook County has not updated its Running for Office Starter Kit for 2019 elections.
- The Administrative Librarian recommends increasing the tentative budgeted and appropriated amounts for Computer Maintenance by \$5,000 based on large expenditures incurred during July and August.
- School District 127 asked if we would make flyers about a survey they are conducting available to the public. They are displayed on the Circulation Desk and Youth Services desks.
- Project Green will install LED lights throughout the building on September 17th.

8. Public Comment—None present

9. Committee Reports—None

10. Unfinished Business

- a. Approve By-laws revision—Motion to approve the By-laws revision as presented was made by Karen Regan and seconded by Carol Looby.
Yes: Bahira Karim, Carol Looby, Wendy McCarthy, K. C. McKenna Schlee and Karen Regan

No: None

- b. FY 2019 Per Capita Grant requirement—Review Chapter 7 of the Trustee Facts File

Discussion—A short discussion followed.

A list of archived RAILS webinars that would fulfill the Per Capita Grant education requirement was distributed.

11. New Business—None

12. Set dates for committee meetings—None set at this time.

13. Public comment—None present

14. Adjournment—Motion to adjourn the meeting was made by K. C. McKenna Schlee and seconded by Carol Looby.

The motion carried, and the meeting was adjourned at 7:25 P.M.

Secretary

Vice-President