

Board Meeting
October 8, 2019
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, Carol Looby, K. C. McKenna Schlee, Tom Miller, and Karen Regan. Wendy McCarthy and Melissa Soliday were absent with prior notification.
Also present: Administrative Librarian Carol Hall
3. Pledge of Allegiance
4. Motion to establish Consent Agenda—Motion to approve the Consent Agenda including items a, b, c, d, and e was made by Karen Regan and seconded by Bahira Karim.
 - a. Approve minutes of September 10th Board Meeting
 - b. Approve minutes of September 17th Budget Hearing
 - c. Approve minutes of September 17th Special Board Meeting
 - d. Approve payment of monthly bills in the amount of \$41,792.04
 - e. Approve Treasurer’s Report

Balance, September 1 st	\$1,379,234.43
Revenues	1,596.94
Expenditures	60,279.40
Balance, September 30	\$1,320,551.97

Yes: Bahira Karim, Carol Looby, K. C. McKenna Schlee, Tom Miller, 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 K. C. McKenna Schlee.
Yes: Bahira Karim, Carol Looby, K. C. McKenna Schlee, Tom Miller, and Karen Regan
No: None
6. Communications
 - Thank you note from Debbie O’Leary
 - Flyer regarding Our Lady of the Ridge Knights of Columbus fundraisers
 - Schedule of programs for Illinois Library Association annual conference
7. Librarian’s Report

- Tom Miller and K. C. McKenna Schlee would like to be registered for Trustee Day. Please notify Carol Hall if you wish to be registered.
- There were comments posted on Mayor Werner’s Facebook page regarding disapproval of people (presumed to be homeless) who come to the library. Trustee Karen Regan offered thoughtful responses to the comments.
- Chicago Public Library instituted a new fine free policy. They will also allow items without a hold to be renewed up to 15 times.
- The cases for circulating hotspots were delivered Monday. The hotspots must be activated, cataloged, barcoded, and entered into the SWAN catalog.
- Head of Youth Services Bonnie Pawlarczyk prepared a binder showing items she would like to order for use with STEM programming that she would initiate in Winter or Spring. Trustees appreciated the time she spent researching suggested items and will consider the recommendations at a future meeting.
- Carol Hall discussed a patron complaint. She will ask our IT consultant if there is an application that could be added that would allow patrons to print documents saved in picture format.
- HR Source sent a draft document revising and updating the library’s current Personnel Policy. The Policy & Personnel Committee members were each given a copy for their review. The committee will meet on November 5th at 7:00 P.M. to discuss the proposed policy.

8. Public Comment—None present.

9. Committee Reports—None met

10. Unfinished Business

- a. FY 2020 Per Capita Grant requirement—Review Chapter 14 and Appendices A-C of the Trustee Facts File

A brief discussion followed. Carol Hall distributed a list of webinars that meet the Per Capita Grant trustee education requirement.

11. New Business

- a. Determine contribution to employee health insurance

Discussion: The HMO and PPO plan premiums were increased by 5%; the minimum deductible for the High Deductible PPO with HSA was increased from \$2,700 to \$2,800 for an individual in accordance with IRS rules. Coverages on all plans remain the same.

The library currently contributes 85% of the employee only coverage for HMO, \$750 deductible PPO, and \$1,500 deductible PPO. The library pays for vision coverage but not dental.

It was moved by Karen Regan and seconded by Bahira Karim that the library offer the HMO, \$750 deductible PPO, and \$1,500 deductible PPO medical plans and contribute 85% of the employee only coverage; all other coverages/contributions will remain the same.

Yes: Bahira Karim, Carol Looby, K. C. McKenna Schlee, Tom Miller, and Karen Regan

No: None

b. Determine amount of 2019 tax levy

Discussion: Trustees reviewed the previous year's extension and net collection. Motion that the 2019 tax levy will be 102% of the previous year's extension was made by Tom Miller and seconded by Karen Regan.

Yes: Bahira Karim, Carol Looby, K. C. McKenna Schlee, Tom Miller, and Karen Regan

No: None

c. Approve Ordinance 2020-2 Site and Maintenance Ordinance—Motion to approve Ordinance 2020-2 was made by Karen Regan and seconded by Carol Looby.

Discussion: Proceeds from the levy are used to pay the cleaning service, handyman's salary, maintenance supplies, snow removal, and building maintenance.

Yes: Bahira Karim, Carol Looby, K. C. McKenna Schlee, Tom Miller, and Karen Regan

No: None

12. Set dates for committee meetings

- Policy & Personnel—November 5th at 7:00 P.M.

13. Public comment—None present

14. Adjournment—Motion to adjourn the meeting was made by Karen Regan and seconded by Tom Miller. The motion carried, and the meeting was adjourned at 7:42 P.M.

President

Secretary