

GREEN HILLS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES

November 19, 2018

Regular Meeting

The Green Hills Public Library District Board of Trustees met at the Library on November 19, 2018.

CALL TO ORDER AND ROLL CALL

President Kelleher called the meeting to order at 5:42 p.m. Present were R. Kelleher, S. Culen, T. Hanes, A. Mohammad, and P. Parise.

N. Angelos and S. Stratakos were absent.

Also present were Jane Jenkins, Library Director; Jo Ann Sheehy, Assistant Director of Administrative Services; Jason Young, IT/Facilities Manager; and Amanda Farinella, Administrative Assistant.

ACKNOWLEDGEMENT OF VISITORS AND PUBLIC COMMENT

(none)

APPOINT SECRETARY PRO-TEM

President Kelleher moved, and it was seconded, to appoint P. Parise as Secretary Pro-Tem in absence of N. Angelos. Upon a voice vote, all Trustees present voted "aye." Motion carried.

APPROVAL OF MINUTES

T. Hanes moved, and it was seconded, that the Board of Trustees approve the minutes of the Regular Meeting of October 15, 2018. Upon a voice vote, all Trustees present voted "aye." Motion carried.

OPERATING FUND TREASURER'S REPORT AND WARRANT

T. Hanes moved, and it was seconded, that the Operating Fund Treasurer's Report for the month ending October 31, 2018 be received and filed for audit, and that Operating Fund Warrant #5 for the month of November 2018 in the amount of \$202,544.86 be approved and authorized for disbursement. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

PRESIDENT'S REPORT

- President Kelleher mentioned he saw Jesse White at a bakery. Jesse White mentioned he's been to Green Hills Library and said that it's one of the most beautiful local libraries he's ever seen in his life.
- President Kelleher asked if the Board wanted to plan a holiday dinner for December.

PUBLIC COMMENT

(None)

DIRECTOR'S REPORT

- Director Jenkins presented her monthly report. A hard copy was given to each Board Trustee.

ACTION ITEMS:

#18-11-47 Approve Resolution #1099 Authorizing Tax Appeal Intervention. This Resolution authorizes Klein, Thorpe, and Jenkins to intervene all 2016-2019 Property Tax Appeals. A. Mohammad moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

#18-11-48 Amend General Policy Manual: Lost or Damaged Materials, Circulation Policies, Wi-Fi Hotspot Lending Policy, Roku Lending Policy, and eBook Reader Lending Policy. We are proposing some minor changes to various policies in the General Policy Manual to align our settings that will be available to us in SWAN and clarify which materials are available only to our residents. T. Hanes moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

#18-11-49 Amend Employee Handbook: Conditions of Work: Workweek and Leaves of Absence: Vacation Leave. We would like to amend these two policies to clarify the amount of unpaid vacation leave that is available to staff who work less than 20 hours per week. P. Parise moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

#18-11-50 Approve Closure of Library on May 3, 2019 for Staff Development Day. We would like approval to close the Library on this day so that staff can attend the Reaching Forward Conference. This conference is specifically of interest to support staff. S. Cullen moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

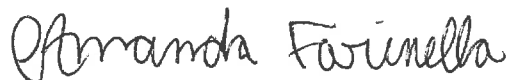
CORRESPONDENCE/ARTICLES/MEETINGS/EVENTS AND NEWS

(none)

ADJOURNMENT

There being no further business before the Board, President Kelleher adjourned the Regular Meeting at 6:11 p.m. Upon a voice vote all trustees voted "aye." Motion carried.

Prepared and submitted by,



Amanda Farinella, Recording Secretary