

GREEN HILLS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
August 17, 2015
Regular Meeting

The Green Hills Public Library District Board of Trustees met at the Library on August 17, 2015.

CALL TO ORDER AND ROLL CALL

A quorum being present, President Kelleher called the meeting to order at 5:02 p.m. Present were S. Culen, R. Kelleher, T. Hanes, J. Jackson, and S. Stratakos.

A. Wojcik arrived at 5:03 p.m. and N. Angelos arrived at 5:05 p.m.

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

ACKNOWLEDGEMENT OF VISITORS

R. Kelleher welcomed Carl Giometti, Jason Young, and Natalie Djordjevic to the Board Meeting.

AMEND AGENDA

R. Kelleher moved, and it was seconded, to appoint A. Wojcik as Secretary Pro-Tem in absence of N. Angelos. Upon a voice vote, all trustees voted "aye."

R. Kelleher announced the arrival of N. Angelos and moved to remove A. Wojcik as Secretary Pro-Tem. This motion was seconded. Upon a voice vote, all trustees voted "aye",

APPROVAL OF MINUTES

T. Hanes moved and it was seconded, that the Board of Trustees approve the minutes of the Regular Meeting of July 20, 2015. Upon a voice vote, all trustees present voted "aye." Motion carried.

OPERATING FUND TREASURER'S REPORT AND WARRANT

J. Jackson moved, and it was seconded, that the Operating Fund Treasurer's Report for the month ending July 31, 2015 be received and filed for audit, and that Operating Fund Warrant #2 for the month of August 2015 in the amount of \$133,176.15, be approved and authorized for disbursement. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

PRESIDENT'S REPORT

- President Kelleher hoped that everyone was pleased with the Library articles that went out last month.
- President Kelleher enjoyed the additions of the Youth and Adult Department updates in the Board Packet.

PUBLIC COMMENT

- Carl Giometti from Studio GC presented to the Board on suggested proposals for Capital improvements. Some suggestions include building a demonstration kitchen addition, replacing the HVAC system with a geothermal system, and constructing access along the eastern edge of the property.
- Jason Young updated the Board on general building issues. The final stage of the staff area remodel is scheduled to begin the week of August 24th. This will include re-carpeting and setting up new staff workstations.
- Natalie Djordjevic gave an impressive presentation on a Youth Technology Program she is hosting in December.

DIRECTOR'S REPORT

- Director Jenkins mentioned that the total circulation for July 2015 is up 7% from July 2014.
- Director Jenkins mentioned that Summer Reading finished strong with a 5% increase in registration and an increase of 56% for the total number of books read compared to last year.
- Director Jenkins mentioned that staff from different departments hosted programs. Lauren Kay hosted a class on how to use Lynda.com. Kelly and Keniesha co-hosted a program on using the Library's website, online catalog, and various electronic resources. Deanna and Natalie hosted a well-attended Superhero Academy program to celebrate the end of a successful Summer Reading program. We are also participating in the Multi-Library Geocaching Program along with many other area libraries. It seems to be quite popular.
- Director Jenkins mentioned we're adding a 50 sheet finishing unit for our staff copy machine. This will eliminate the need for staff to fold brochures and other library marketing materials. This unit will not only fold the paper, but staple it as well.

AMEND AGENDA

R. Kelleher moved, and it was seconded, to amend the agenda for Action Item #15-08-33 which reads: Set Date for Public Hearing for 2015/2016 Budget and Appropriations Ordinance. We would like to change the wording to include Ordinance #1179. Upon a voice vote, all trustees voted "aye." Motion carried.

ACTION ITEMS:

#15-08-30 Illinois Public Library Annual Report (IPLAR). This report is submitted to the State Library annually as one of the requirements to receive our Per Capita Grant. N. Angelos moved, and it was seconded. Upon a roll call vote, all trustees voted "aye." Motion carried.

#15-08-31 Approve Ordinance #1178 .02% Building and Maintenance Levy. This Ordinance must be passed to levy funds to assist with costs associated with the maintenance and operation of the building. If no petition is filed within 30 days after publication of the Ordinance, that tax will be levied. Board adoption of this Ordinance is necessary in order for the Library to receive the funds. S. Culen moved, and it was seconded. Upon a roll call vote, all trustees voted "aye." Motion carried.

#15-08-32 Food for Overdue Fines. We would like to offer our patrons (Green Hills cardholders only) the opportunity to reduce or eliminate their fines during the month of

November by dropping off unexpired canned goods in good condition. Staff will implement the same procedures we used last year. Canned goods will be donated to the Palos Township Food Pantry. A. Wojcik moved, and it was seconded. Upon a roll call vote, all trustees voted "aye." Motion carried.

#15-08-33 Set Date for Public Hearing for 2015/2016 Budget and Appropriations Ordinance #1179. We are approving the public hearing date of Monday, September 21, 2015 with this action to provide at least 30 days for public review and publishing of notice. J. Jackson moved, and it was seconded. Upon a voice vote, all trustees voted "aye." Motion carried.

CORRESPONDENCE/ARTICLES/MEETINGS/EVENTS AND NEWS

(none)

ADJOURNMENT

There being no further business before the Board, President Kelleher adjourned the meeting at 6:57 p.m. Upon a voice vote all trustees voted "aye." Motion carried.

Prepared and submitted by,



Amanda Rubino
Recording Secretary