

GREEN HILLS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
February 18, 2019
Regular Meeting

The Green Hills Public Library District Board of Trustees met at the Library on February 18, 2019.

CALL TO ORDER AND ROLL CALL

A quorum being present, President Kelleher called the meeting to order at 5:38 p.m.

Present were N. Angelos, S. Culen, T. Hanes, and R. Kelleher.

P. Parise and S. Stratakos were absent.

A. Mohammad arrived at 5:50 p.m.

Also present were Jane Jenkins, Library Director; Jo Ann Sheehy, Business Manager; and Amanda Farinella, Administrative Assistant.

ACKNOWLEDGEMENT OF VISITORS AND PUBLIC COMMENT

(none)

APPROVAL OF MINUTES

T. Hanes moved, and it was seconded, that the Board of Trustees approve the minutes of the Regular Meeting of November 19, 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 Reports for the months ending November 30, 2018, December 31, 2018, and January 31, 2019 be received and filed for audit, and that Operating Fund Warrant #'s 6, 7, and 8 for the months of December 2018, January 2019, and February 2019 in the amounts of \$426,949.20; \$141,809.23; and \$172,016.55, respectively, 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 would like to revisit the program idea of having an evening of dancing and live music. Director Jenkins said she will mention this to the Programming Committee.

DIRECTOR'S REPORT

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

ACTION ITEMS:

#19-02-01 Approve Pro Pay through SWAN. We are asking the Board to issue a Resolution that would allow our Library to accept credit card payments of Library fees and fines via the Pro Pay Program established by SWAN. A number of public libraries

are already participating in this program successfully. Transactions are facilitated through the Internet. R. Kelleher moved, and it was seconded. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

#19-02-02 Approve Ordinance #1200 Authorizing Public Library Non-Resident Cards. The fee, based on the General Mathematical Formula for the 2019-2020 fiscal year will be \$228.00. A. Mohammad moved, and it was seconded. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

#19-02-03 Approve Ordinance #1201 Abating Taxes Levied For the Year 2018. To pay debt service on the General Obligation Bonds (Alternative Revenue Source), Series 2014 of the Green Hills Public Library District, Cook County, Illinois. Original issue is \$5,500,000. This Levy is abated every April and only collected in the event of a problem with the EAV. The tax for the year 2018 in the Bond Ordinance is abated in its entirety. T. Hanes moved, and it was seconded. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

#19-02-04 Approve Early Closure of Library on June 7. We would like approval to close the Library at 5pm on this day to hold Department Meetings. N. Angelos moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

#19-02-05 Amend Conditions of Work Policy. We would like to amend this policy to include flextime as an available option for eligible employees. S. Culen moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

#19-02-06 Amend Professional Activities and Staff Development Policy. We would like to amend this policy to add the option of opening late for department meetings. In 2018, we closed early four times throughout the year for department meetings, but having the option to potentially open late would be helpful in accommodating all staff. In addition, the proposed amendment will clarify mandatory attendance and payroll procedures. R. Kelleher moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

#19-02-07 Amend Library Holidays and Closings Policy. We would like to amend this policy to add the option of opening late for department meetings. In 2018, we closed early four times throughout the year for department meetings, but having the option to potentially open late would be helpful in accommodating all staff. A. Mohammad moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

#19-02-08 Amend Program Policy. We are proposing amendments to this policy to clarify the minimum liability limits for insurance carried by a program presenter. T. Hanes moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

#19-02-09 Amend Meeting Room Policy. We are proposing amendments to this policy to clarify the minimum liability limits for insurance carried by an organization requesting

to use the Library's Meeting Room. N. Angelos moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

CORRESPONDENCE/ARTICLES/MEETINGS/EVENTS AND NEWS

President Kelleher commented on how happy he was to hear that we were able to solve the outside lighting issue for our neighbor.

ADJOURNMENT

There being no further business before the Board, President Kelleher adjourned the meeting at 6:16 p.m. Upon a voice vote all trustees voted "aye." Motion carried.

Prepared and submitted by,

A handwritten signature in cursive script that reads "Amanda Farinella".

Amanda Farinella, Recording Secretary