

GREEN HILLS PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES

July 17, 2017

Regular Meeting

The Green Hills Public Library District Board of Trustees met at the Library on July 17, 2017.

CALL TO ORDER AND ROLL CALL

President Kelleher called the meeting to order at 5:03 p.m. Present were R. Kelleher, S. Culen, T. Hanes, and S. Stratakos. A. Mohammad arrived at 5:41 p.m. N. Angelos and P. Parise were absent.

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

ACKNOWLEDGEMENT OF VISITORS AND PUBLIC COMMENT

- President Kelleher welcomed Greg Smith from Klein, Thorpe, and Jenkins. Greg gave an explanation for the corrections needed for the Trustee Terms filed at the April Board Elections.
- President Kelleher welcomed Carl Giometti from Studio GC. Carl gave a presentation on upcoming construction projects.

DECLARATION OF VACANCY OF OFFICE OF TRUSTEE (75 ILCS 16/30-25(a))

S. Stratakos moved, and it was seconded, to declare a vacancy on the Board of Trustees for A. Mohammad. Upon a voice vote, all Trustees present voted "aye." Motion carried.

T. Hanes moved, and it was seconded, to declare a vacancy on the Board of Trustees for N. Angelos. Upon a voice vote, all Trustees present voted "aye." Motion carried.

R. Kelleher moved, and it was seconded, to declare a vacancy on the Board of Trustees for S. Culen. Upon a voice vote, all Trustees present voted "aye." Motion carried.

APPOINTMENTS TO OFFICE OF TRUSTEE (75 ILCS 16/30-25(b))

S. Stratakos moved, and it was seconded, to appoint A. Mohammad as Board Trustee from 7/17/17 to May 2019. Upon a voice vote, all Trustees present voted "aye." Motion carried.

T. Hanes moved, and it was seconded, to appoint N. Angelos as Board Trustee from 7/17/17 to May 2019. Upon a voice vote, all Trustees present voted "aye." Motion carried.

R. Kelleher moved, and it was seconded, to appoint S. Culen as Board Trustee from 7/17/17 to May 2019. 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 June 19, 2017. Upon a voice vote, all trustees present voted "aye." Motion carried. T. Hanes moved, and it was seconded, that the Board of Trustees approve the minutes of the Executive Session of June 19, 2017. 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 June 30, 2017 be received and filed for audit, and that Operating Fund Warrant #1 for the month of July 2017 in the amount of \$270,499.80 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 enjoyed reading Laura's report on the ALA Conference. He could sense her enthusiasm, which was reflected in her report.
- President Kelleher mentioned that he was grateful that the Board can work together.

### DIRECTOR'S REPORT

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

### ACTION ITEMS:

#17-07-19 Approval of Ordinance #1190: Ratifying, Confirming, and Approving All Actions Taken at the April 17, 2017, May 8, 2017, May 15, 2017, and June 19, 2017 Green Hills Public Library District Board of Trustees' Meetings. R. Kelleher moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

#17-07-20 Appoint Secretary Pro-Tem in Absence of Noula Angelos. R. Kelleher moved, and it was seconded to appoint S. Stratakos. Upon a voice vote, all Trustees present voted "aye." Motion carried.

#17-07-21 Amend Attendance Policy in Employee Handbook. We would like to amend policy 902.3-2 relating to the staff notifying their manager in an absence or late arrival. We currently ask staff to notify their manager as soon as possible. We would like to amend this to say: "Any employee who, because of illness or other reason, is unable to report to work at their scheduled time is responsible for notifying their manager or designated personnel as early as possible, but no later than 30 minutes before their scheduled time." A. Mohammad moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

#17-07-22 Amend Circulation Policies. We would like to propose policy changes at this time to keep our loan rules associated with the pilot project (3, 2, 1) for standardizing loan rules. We would also like to allow one renewal on video games. S. Stratakos moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

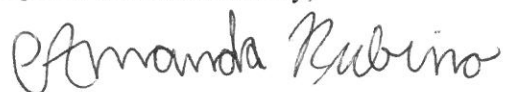
CORRESPONDENCE/ARTICLES/MEETINGS/EVENTS AND NEWS

R. Kelleher mentioned that we received a very nice letter in regards to the donation of pet beds.

ADJOURNMENT

There being no further business before the Board, President Kelleher adjourned the Regular Meeting at 5:58 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 Rubino". The signature is written in black ink and is positioned below the text "Prepared and submitted by,".

Amanda Rubino, Recording Secretary