

GREEN HILLS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
June 18, 2018
Regular Meeting

The Green Hills Public Library District Board of Trustees met at the Library on June 18, 2018.

CALL TO ORDER AND ROLL CALL

President Kelleher called the meeting to order at 5:34 p.m. Present were N. Angelos, S. Culen, T. Hanes, R. Kelleher, and P. Parise.

A. Mohammad arrived at 5:45 p.m.

S. Stratakos was 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)

APPROVAL OF MINUTES

T. Hanes moved, and it was seconded, that the Board of Trustees approve the minutes of the Regular Meeting of May 21, 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 May 31, 2018 be received and filed for audit, and that Operating Fund Warrant #12 for the month of June 2018 in the amount of \$552,067.34 be approved and authorized for disbursement. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

PRESIDENT'S REPORT

- President Kelleher mentioned that two Board Members will have to review the Board Minutes from the previous fiscal year. N. Angelos and T. Hanes volunteered.

DIRECTOR'S REPORT

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

ACTION ITEMS:

#18-06-22 Approve Prevailing Wage Ordinance #1196. The Library is required to pass this annual ordinance to affirm our commitment to the concept of the prevailing wage. R. Kelleher moved, and it was seconded. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

#18-06-23 Approval of the 2018/2019 "Working Budget". The "Working Budget" is an internal document that staff uses as a guide for the year. T. Hanes moved, and it was seconded. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

#18-06-24 Review and Approve the Following Employee Policies as Reviewed by Klein, Thorpe & Jenkins: Social Media Policy and Employee Network and Internet Acceptable Use Policy. A. Mohammad moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

#18-06-25 Review and Approve the Following General Policies as Reviewed by Klein, Thorpe & Jenkins: Reference Service Policy, Materials Selection and Collection Development, Interlibrary Loans (ILL) and Photocopy Service, OPAC and Reference Service Database Terminals, and Income Tax Forms. N. Angelos moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

#18-06-26 Adopt Security Camera Policy. P. Parise moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

#18-06-27 Approve Early Closure of Library. We would like approval to close early at 5pm on Friday, November 2nd for department meetings. S. Culen moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

#18-06-28 Approve Closure of Library. We would like approval to close the entire day on Friday, December 7th for Staff Development Day. R. Kelleher 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 6:03 p.m. Upon a voice vote all trustees voted "aye." Motion carried.

EXECUTIVE SESSION

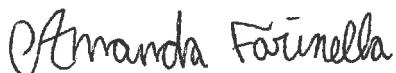
President Kelleher made a motion to adjourn to closed session to consider the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body pursuant to Section 2(c)(1) of the Open Meetings Act.

President Kelleher made a motion, and it was seconded, that the Board come out of Executive Session and return to Open Session. All trustees present voted "aye." Motion carried.

ADJOURNMENT

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

Prepared and submitted by,



Amanda Farinella, Recording Secretary