

GREEN HILLS PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
September 18, 2017  
Budget & Appropriations Public Hearing and  
Regular Meeting

The Green Hills Public Library District Board of Trustees met at the Library on September 18, 2017.

CALL TO ORDER AND ROLL CALL OF PUBLIC HEARING

A quorum being present, President Kelleher called the public hearing to order at 5:35 pm. Present were R. Kelleher, S. Culen, T. Hanes, N. Angelos, S. Stratakos, and P. Parise. A. Mohammad 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.

PUBLIC COMMENT

(none)

ADJOURNMENT OF PUBLIC HEARING

President Kelleher adjourned the meeting at 5:40 pm.

CALL TO ORDER AND ROLL CALL OF REGULAR MEETING

A quorum being present, President Kelleher called the regular meeting to order at 5:40 pm. Present were R. Kelleher, S. Culen, T. Hanes, N. Angelos, S. Stratakos, and P. Parise. A. Mohammad 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 COMMENTS

- George Roach of George Roach & Associates discussed the Library's annual audit.

APPROVAL OF MINUTES

T. Hanes moved, and it was seconded, that the Board of Trustees approve the minutes of the Regular Meeting of August 21, 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 August 31, 2017 be received and filed for audit, and that Operating Fund Warrant #3, for the month of September 2017, in the amount of \$223,733.18, be approved and authorized for disbursement. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

PRESIDENT'S REPORT

- President Kelleher had nothing to report.

DIRECTOR'S REPORT

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

ACTION ITEMS:

#17-09-31 Approve 2017/2018 Budget & Appropriations Ordinance #1192. We would like to approve the 2017/2018 Budget & Appropriations Ordinance #1192 in the amount of \$8,076.818. This Ordinance, as prepared by Klein, Thorpe, and Jenkins, is approved annually and sets legal limits for the Library District. R. Kelleher moved and it was seconded. Upon a roll call vote, all trustees present voted "aye." Motion carried.

#17-09-32 Approval to Hold a Special Meeting on Monday, October 9, 2017 at 5:30pm. Approval of this Special Meeting will be used to discuss Strategic Planning with Sarah Keister Armstrong. S. Culen moved and it was seconded. Upon a voice vote, all trustees present voted "aye." Motion carried.

#17-09-33 Approve Proposal from Computer View. Approve proposal from Computer View Inc., to upgrade existing computer software to Windows 10 and Office 2016 at a cost of \$26,415.00. The Library currently uses Windows 7 and Office 2010. This expenditure was accounted for in the 2017/2018 budget. N. Angelos moved and it was seconded. Upon a roll call vote, all trustees present voted "aye." Motion carried.

#17-09-34 Approve Increase Spending Authority to \$25,000 for Library Director. The Library Director currently has a spending authority of \$20,000. Under the recently passed Public Act 100-0038, this amount was raised to \$25,000 for expenditures related to "constructing the Library building, erecting an addition to an existing Library building, or purchasing the necessary equipment for the Library." P. Parise moved and it was seconded. Upon a roll call vote, all trustees present voted "aye." Motion carried.

#17-09-35 Review and Approve the Following General Policies: Program Policy, Photo Policy, 3D Printing Policy, and Volunteer Policy. S. Stratakos moved and it was seconded. Upon a voice vote, all trustees present voted "aye." Motion carried.

#17-09-36 Review and Approve the Following Employee Policies: Conditions of Work-Workweek, Work Breaks, Attendance, and Harassment. T. Hanes moved and it was seconded. Upon a voice vote, all trustees present voted "aye." Motion carried.

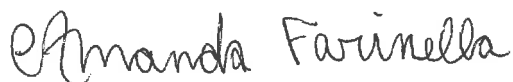
CORRESPONDENCE/ARTICLES/MEETINGS/EVENTS AND NEWS

(none)

ADJOURNMENT

There being no further business before the Board, President Kelleher adjourned the meeting at 6:36 p.m. Upon voice vote all trustees voted "aye." Motion carried.

Prepared and submitted by,



Amanda Farinella, Recording Secretary