

GREEN HILLS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
September 17, 2018
Budget & Appropriations Public Hearing and
Regular Meeting

The Green Hills Public Library District Board of Trustees met at the Library on September 17, 2018.

CALL TO ORDER AND ROLL CALL OF PUBLIC HEARING

A quorum was not present. N. Angelos, T. Hanes, and P. Parise were in attendance. R. Kelleher, S. Culen, A. Mohammad, and S. Stratakos were absent. The Library Board remained open to the public for 30 minutes before a quorum was present.

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

PUBLIC COMMENT

(none)

CALL TO ORDER AND ROLL CALL OF REGULAR MEETING

A quorum being present, Vice President Culen called the regular meeting to order at 5:57 pm. Present were S. Culen, T. Hanes, N. Angelos, S. Stratakos, and P. Parise. R. Kelleher and A. Mohammad were absent.

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

ACKNOWLEDGEMENT OF VISITORS AND PUBLIC COMMENTS

- Aaron Skog, SWAN Executive Director, answered questions Board Members had regarding the migration into SWAN.
- 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 20, 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 August 31, 2018 be received and filed for audit, and that Operating Fund Warrant #3, for the month of September 2018, in the amount of \$221,195.40, be approved and authorized for disbursement. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

PRESIDENT'S REPORT

(none)

DIRECTOR'S REPORT

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

ACTION ITEMS:

#18-09-34 Approve 2018/2019 Budget & Appropriations Ordinance #1198. We would like to approve the 2018/2019 Budget & Appropriations Ordinance #1198 in the amount of \$8,032,955. This Ordinance, as prepared by Klein, Thorpe, and Jenkins, is approved annually and sets legal spending limits for the Library District. N. Angelos moved, and it was seconded. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

#18-09-35 Approve Intergovernmental Agreement Establishing the System Wide Automated Network ("SWAN") and Authorizing Membership in SWAN. S. Culen moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

#18-09-36 Resolution #1098 Marquette Bank Signatures for two new CD Accounts. T. Hanes explained Marquette Bank offered the Library two new CD Accounts, signatures pending, with better interest rates and no penalties for closing the old accounts and opening the new accounts. S. Stratakos moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

#18-09-37 Amend Reference Services Policy. We would like to modify our Reference Services Policy to be clearer about how we define this service. Currently, this policy does not explicitly list reader's advisory, but this is something we consider part of reference service that we provide. Amending the policy will add reader's advisory. P. Parise moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

#18-09-38 Approve Awarding Staff Longevity Awards in the Amount of \$5 for Every Year of Service. T. Hanes moved, and it was seconded. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

#18-09-39 Approve Closure of Library. We would like approval to close the Library all day on January 11th for SWAN training. N. Angelos 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, Vice President Culen adjourned the meeting at 6:29 p.m. Upon voice vote all trustees voted "aye." Motion carried.

Prepared and submitted by,



Amanda Farinella, Recording Secretary