

GREEN HILLS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
February 17, 2020
Regular Meeting

The Green Hills Public Library District Board of Trustees met at the Library on February 17, 2020.

CALL TO ORDER AND ROLL CALL

A quorum being present, President Kelleher called the meeting to order at 5:37 p.m. Present were S. Culen, T. Hanes, R. Kelleher, and A. Mohammad. N. Angelos, P. Parise, and S. Stratakos were absent.

Also present were Jane Jenkins, Library Director; Jo Ann Sheehy, Head of Business Services; and Amanda Farinella, Business Services Associate.

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 18, 2019. 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, 2019, December 31, 2019, and January 31, 2020 be received and filed for audit, and that Operating Fund Warrant #’s 6, 7, and 8 for the months of December 2019, January 2020, and February 2020 in the amounts of \$360,135.37; \$156,436.47; and \$160,947.26, respectively, be approved and authorized for disbursement. Upon a roll call vote, all Trustees present voted “aye.” Motion carried.

PRESIDENT’S REPORT

President Kelleher had no report.

DIRECTOR’S REPORT

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

APPOINT SECRETARY PRO-TEM

R. Kelleher made a motion, and it was seconded, to appoint a Secretary Pro-Tem in absence of N. Angelos. R. Kelleher appointed A. Mohammad. Upon a voice vote, all Trustees present voted “aye.” Motion carried.

ACTION ITEMS:

#20-02-01 Approval to Amend Board Meeting Dates for 2020. This is to correct the error made to the November Board Meeting date from November 23 to November 16. R. Kelleher moved, and it was seconded. Upon a voice vote, all Trustees present voted “aye.” Motion carried.

#20-02-02 Approve Ordinance #1205 Authorizing Public Library Non-Resident Cards. The fee, based on the General Mathematical Formula for the 2020-2021 fiscal year will be \$210.00. T. Hanes moved, and it was seconded. Upon a roll call vote, all Trustees present voted “aye.” Motion carried.

#20-02-03 Approve Ordinance #1206 Abating Taxes Levied For the Year 2019. 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 2019 in the Bond Ordinance is abated in its entirety. A. Mohammad moved, and it was seconded. Upon a roll call vote, all Trustees present voted “aye.” Motion carried.

#20-02-04 Approval to Amend Employee Responsibilities Policy. This removes language about drug use and possession, which will be replaced by a new, more comprehensive Drug-Free Workplace Policy. S. Culen moved, and it was seconded. Upon a voice vote, all Trustees present voted “aye.” Motion carried.

#20-02-05 Approve to Adopt Drug-Free Workplace Policy. This new policy provides guidance following the legalization of cannabis. R. Kelleher moved, and it was seconded. Upon a voice vote, all Trustees present voted “aye.” Motion carried.

#20-02-06 Approval to Amend Discipline of Employees Policy. Amendments align with the Drug-Free Workplace Policy. T. Hanes moved, and it was seconded. Upon a voice vote, all Trustees present voted “aye.” Motion carried.

#20-02-07 Approval to Amend Conditions of Work Policy. Amendments have been made to the Complaints and Sexual Harassment sub-policies in order to comply with the Workplace Transparency Act. A. Mohammad moved, and it was seconded. Upon a voice vote, all Trustees present voted “aye.” Motion carried.

#20-02-08 Approval to Amend Personnel Benefits Policy. A minor change to the Retirement and Savings sub-policy is proposed, removing the initial deposit amount for joining the Credit Union. S. Culen moved, and it was seconded. Upon a voice vote, all Trustees present voted “aye.” Motion carried.

#20-02-09 Approval to Remove Current Dress Code and Adopt New Policy. The new policy provides better guidance regarding proper dress in the workplace and accurately reflects our culture. R. Kelleher moved, and it was seconded. Upon a voice vote, all Trustees present voted “aye.” Motion carried.

#20-02-10 Approval to Amend Patron Conduct Policy. Amendments include language regarding cannabis use and possession. T. Hanes moved, and it was seconded. Upon a voice vote, all Trustees present voted “aye.” Motion carried.

#20-02-11 Approval to Amend No Smoking Policy. Changes include language regarding cannabis. A. Mohammad moved, and it was seconded. Upon a voice vote, all Trustees present voted “aye.” Motion carried.

#20-02-12 Approval to Amend Meeting Room Policy. A catch-all statement regarding the Patron Conduct Policy was added. S. Culen 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 the many thank you letters we received from various animal shelters regarding donations of pet beds. President Kelleher also mentioned the nice letter received from BEDS Plus Care for our donation to the homeless and for those in need.

ADJOURNMENT

There being no further business before the Board, President Kelleher adjourned the meeting at 6:00 p.m. Upon a voice vote all trustees voted “aye.” Motion carried.

EXECUTIVE SESSION

President Kelleher made a motion, and it was seconded, to go into Executive Session under the Open Meetings Act, 5 ILCS 120/2(c)(5), to discuss the purchase or lease of real property for the use of the public body.

President Kelleher made a motion, and it was seconded, that the Board come out of Executive Session and return to Regular Session. All Trustees present voted “aye.” Motion carried.

ADJOURNMENT

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

Prepared and submitted by,

Amanda Farinella, Recording Secretary