

GREEN HILLS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
September 20, 2021
Budget & Appropriations Public Hearing and
Regular Meeting

The Green Hills Public Library District Board of Trustees met at the Library on September 20, 2021.

CALL TO ORDER AND ROLL CALL OF PUBLIC HEARING

A quorum being present, Vice President Mohammad called the public hearing to order at 6:10 p.m. Present were S. Culen, K. Groark, T. Hanes, A. Mohammad, and S. Stratakos. I. Chafee arrived at 6:14 p.m. N. Angelos was absent.

Also present were Jane Jenkins, Library Director; Sara Horn, Deputy Director; Jason Young, Head of IT/Facilities; and Amanda Farinella, Business Services Associate.

ACINOWLEDGEMENT OF VISITORS AND PUBLIC COMMENT

- No visitors for the B&A Hearing.
- George Roach of George Roach & Associates presented the Library's annual audit. The Board thanked George for his presentation.

CALL TO ORDER AND ROLL CALL OF REGULAR MEETING

A quorum being present, Vice President Mohammad called the regular meeting to order at 6:25 p.m. Present were I. Chafee, S. Culen, K. Groark, T. Hanes, A. Mohammad, and S. Stratakos. N. Angelos was absent.

Also present were Jane Jenkins, Library Director; Sara Horn, Deputy Director; Jason Young, Head of IT/Facilities; and Amanda Farinella, Business Services Associate.

ACKNOWLEDGEMENT OF VISITORS AND PUBLIC COMMENTS

- Craig Meadows from Studio GC discussed the upcoming bid process with the board. The bid will be published in two newspapers and sealed bids will be sent to the Library for the Director's attention. The opening of the bids will take place at the Library in the presence of Craig Meadows, Director Jenkins, and any trustees who would like to attend. The bid will be awarded to the lowest responsible bidder.

APPROVAL OF MINUTES

T. Hanes moved, and it was seconded, that the Board of Trustees approve the minutes of the Regular Meeting of August 16, 2021, the Special Meeting of September 9, 2021, and the Executive Meeting of September 9, 2021. Upon a voice vote, all trustees present voted "aye." Motion carried.

S. Stratakos moved, and it was seconded, that the Board of Trustees approve the minutes of the Finance Committee Meeting of September 13, 2021. Upon a voice vote, all trustees present voted "aye." Motion carried.

OPERATING FUND TREASURER'S REPORT AND WARRANT

S. Stratakos moved, and it was seconded, that the Operating Fund Treasurer's Report for the month ending August 31, 2021 be received and filed for audit, and that Operating Fund Warrant #3, for the month of September 2021, in the amount of \$194,894.84, be approved and authorized for disbursement. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

PRESIDENT'S REPORT

(none)

FINANCE COMMITTEE REPORT

S. Stratakos updated the Board on the Finance Committee meeting. The rolling over of CDs and having institutions bid on these was discussed. S. Stratakos suggested having a Committee of the Whole to discuss financial issues maybe something for the Board to consider for the future.

DIRECTOR'S REPORT

- Director Jenkins presented her monthly report. A hard copy was given to each Board Trustee.
- Director Jenkins advised the Board that as per the April 19, 2021 meeting StudioGC is preparing bid documents for the staff area renovation project. Craig Meadows was invited to the board meeting to discuss and answer any questions the Board may have about the process. Bid documents will go out within the next couple of weeks.
- K. Groak asked for clarification on the failure of the backflow equipment due to leaking valves. J. Young was able to confirm there was no contamination to the water due to this leak. American Backflow will be onsite in the next few weeks to replace the rubber gasket/valve.

ACTION ITEMS:

#21-09-49 Approve 2021/2022 Budget & Appropriations Ordinance #1214. We would like to approve the 2021/2022 Budget & Appropriations Ordinance #1214 in the amount of \$8,966,057. This Ordinance, as prepared by Klein, Thorpe, and Jenkins, is approved annually and sets legal spending limits for the Library District. I. Chafee moved, and it was seconded. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

#21-09-50 Accept Fiscal Year 2020/2021 Annual Financial Report by George Roach and Associates Presented at the September 20, 2021 Board Meeting. S. Stratakos moved, and it was seconded. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

#21-09-51 Adopt Whistleblower Policy. This policy will be placed in the Employee Handbook. S. Culen moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

#21-09-52 Approve Early Closure of Library on Friday, December 3 at 5pm. The early closure will allow us to conduct staff meetings. K. Groark moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

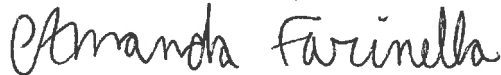
CORRESPONDENCE/ARTICLES/MEETINGS/EVENTS AND NEWS

(none)

ADJOURNMENT

There being no further business before the Board, S. Stratakos adjourned the regular meeting at 7:14 p.m. Upon voice vote all trustees voted "aye." Motion carried.

Prepared and submitted by,



Amanda Farinella, Recording Secretary