

GREEN HILLS PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES

July 18, 2022  
Regular Meeting

The Green Hills Public Library District Board of Trustees met at the Library on July 18, 2022.

CALL TO ORDER AND ROLL CALL

R. Richter requested that the Board make a motion to assign a President Pro Tempore in the absence of President N. Angelos. S. Stratakos made a motion to appoint A.

Mohammad as President Pro Tempore and T. Hanes seconded. Upon a voice vote, all Trustees present voided "aye." Motion carried.

A. Mohammad called the meeting to order at 6:00 p.m.

Present were I. Chafee, S. Culen, K. Groark, A. Mohammad, T. Hanes, and S. Stratakos.  
Absent: N. Angelos.

Also present from staff were Jane Jenkins, Library Director; Sara Horn, Deputy Director; and Roberta Richter, Head of Business Services.

ACKNOWLEDGEMENT OF VISITORS AND PUBLIC COMMENT

(None)

APPROVAL OF MINUTES

S. Stratakos moved, and T. Hanes seconded, that the Board of Trustees approve the minutes of the Regular Meeting of June 20, 2022. Upon a voice vote, all Trustees present voted "aye." Motion carried.

S. Stratakos moved, and I. Chafee seconded, that the Board of Trustees approve the minutes of the Closed Meeting of June 20, 2022. Upon a voice vote, all Trustees present voted "aye." Motion carried.

OPERATING FUND TREASURER'S REPORT AND WARRANT

S. Stratakos moved, and T. Hanes seconded that the Operating Fund Treasurer's Report for the month ending June 2022 be received and filed for audit, and that Operating Fund Warrant #1 for the month of July 2022 in the amount of \$234,479.14 be approved and authorized for disbursement. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

PRESIDENT'S REPORT

(None)

PUBLIC COMMENT

(None)

DIRECTOR'S REPORT

Director Jenkins noted that she will be on vacation from July 21 through August 1 and that if there are any questions or concerns that the Trustees can contact S. Horn or R. Richter.

Director Jenkins stated that the new fiscal year has begun and managers have started making purchases from their wish list items.

Director Jenkins gave an update on construction, affirming that construction is going well and the timeline is on track. Most staff members are in their intended offices. Construction is currently continuing in the conference room and patron services areas. The contractors are looking at middle to the end of August for completion.

K. Groark asked a question about a Survey that went out to staff regarding the question of needing a security monitor. S. Horn confirmed that 3% of staff who responded said it would have been helpful to hire a security monitor during reported incidents. Director Jenkins feels the staff have been very capable of handling patron issues thus far.

NEW BUSINESS:

ACTION ITEMS:

#22-07-19 Approval to Remove the Emergency Telecommuting Policy in the Employee Handbook. S. Stratakos moved and T. Hanes seconded to remove the Emergency Telecommuting Policy in the Employee Handbook. Upon a voice vote, all Trustees present voted "aye." Motion carried.

#22-07-20 Approve to Adopt a Telecommuting Policy in the Employee Handbook. S. Culen moved and I. Chafee seconded to approve adopting a Telecommuting Policy in the Employee Handbook. Upon a voice vote, the Trustees present voted "aye." Motion carried.

ADJOURNMENT

There being no further business before the Board, President Pro Tempore Mohammad adjourned the Regular Meeting at 6:13 p.m. Upon a voice vote all trustees voted "aye." Motion carried.

Prepared and submitted by,

*Roberta Richter*

Roberta Richter, Recording Secretary