

GREEN HILLS PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES

May 15, 2023  
Regular Meeting

The Green Hills Public Library District Board of Trustees met at the Library on May 15, 2023.

CALL TO ORDER AND ROLL CALL

President Pro Tempore Mohammad called the meeting to order at 6:20 p.m. Present were, I. Chafee, S. Culen, K. Groark, T. Hanes, A. Mohammad, and S. Stratakos. N. Angelos was absent.

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

AGENDA REVISION ACTION ITEMS:

Stratakos moved, and Chafee seconded to remove action item 23-05-11 to Appoint Stephen Culen to the Library Board of Trustees from the agenda. Also, to remove the Oath of Office and Election for Officers items from the agenda. Items will be added to a Special Meeting to be held on June 5, 2023, at 6:30 p.m. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

APPROVAL OF MINUTES

Stratakos moved, and Groark seconded, that the Board of Trustees approve the minutes of the Finance Committee Meeting of April 26, 2023. Upon a voice vote, all Trustees present voted "aye." Motion carried.

Stratakos moved, and Groark seconded, that the Board of Trustees approve the minutes of the Regular Meeting of April 17, 2023. Upon a voice vote, all Trustees present voted "aye." Motion carried.

OPERATING FUND TREASURER'S REPORT AND WARRANT

Stratakos moved, and Hanes seconded that the Operating Fund Treasurer's Report for the month ending April 2023 be received and filed for audit, and that Operating Fund Warrant #11 for the month of May 2023 in the amount of \$170,718.43 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 has been in touch with the artist regarding the community mural. The Screen Porch Room is currently the plan for placement. Jenkins will share photos at the next meeting. Jenkins notes that the artist would be happy to attend a Board Meeting if there is interest.

FINANCE COMMITTEE REPORT

Stratakos reported that Jenkins and Richter investigated four banks and recommended Byline Bank to house the Operating and Special Reserve accounts and First Secure to house the Working Cash account.

NEW BUSINESS:

An action item will be added to the June meeting agenda recommending adding Jenkins and Richter as signers to the bank accounts for informational purposes only without authority to sign checks.

ACTION ITEMS:

23-05-12 Hanes moved, and Culen seconded to adopt Resolution #1122 to transfer unexpended balances of the proceeds received annually from Public Library taxes in the General Fund in the amount of \$312,343.00 to the Green Hills Public Library District's Special Reserve Fund for end of fiscal year 2022. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

23-05-13 Groark moved, and Chafee seconded to close the Operating, Special Reserve, and Working Cash accounts at Old National Bank. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

25-05-14 Culen moved, and Groark seconded to transfer Operating and Special Reserve accounts to Byline Bank. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

25-05-15 Chafee moved, and Stratakos seconded to transfer Working Cash Fund to First Secure Bank. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

25-05-16 Stratakos moved, and Hanes seconded to authorize early closure of the Library on September 8, 2023, at 5 p.m. for staff development. Upon a voice vote, all Trustees present voted "aye." Motion carried.

23-05-17 Mohammad moved, and Chafee seconded to authorize full-day closure of the Library on December 8, 2023, for staff development. Upon a voice vote, all Trustees present voted "aye." Motion carried.

ADJOURNMENT

There being no further business before the Board, Mohammad adjourned the Regular Meeting at 6:48 p.m.

Prepared and submitted by,



Roberta Richter, Recording Secretary