

GREEN HILLS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
March 17, 2025
Regular Meeting

The Green Hills Public Library District Board of Trustees met at the Library on March 17, 2025.

CALL TO ORDER AND ROLL CALL

Angelos called the meeting to order at 6:05 p.m. Present were, N. Angelos, I. Chafee, K. Groark, and T. Hanes.

Absent: C. Barry and S. Stratakos.

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

Angelos moved to appoint Groark Treasurer of the meeting and Chafee seconded. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

Mohammad arrived at 6:13 p.m.

ACKNOWLEDGEMENT OF VISITORS

None

APPROVAL OF MINUTES

Groark moved, and Hanes seconded, that the Board of Trustees approve the minutes of the Regular Board Meeting on February 17, 2025. Upon a voice vote, all Trustees present voted "aye." Motion carried.

OPERATING FUND TREASURER'S REPORT AND WARRANT

Groark moved, and Hanes seconded that the Operating Fund Treasurer's Report for the month ending February 28, 2025, be received, and filed for audit, and that Operating Fund Warrant #9 for the month of March 2025 in the amount of \$319,402.12 be approved and authorized for disbursement. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

PRESIDENT'S REPORT

Angelos noted that Patrick Sullivan, Adult Services Librarian, is doing a wonderful job and received another patron compliment in the Library's correspondence.

PUBLIC COMMENT

None

DIRECTOR'S REPORT

Jenkins received a proposal for removing the planters located where the 24-hour Library will be housed. Jenkins hopes to have at least three bids by mid-April. The unit installation date will take place in mid-June.

Jenkins informed the Trustees about the possibility of signing up to be part of a Community Solar Project. To ensure that all Trustee inquiries are properly answered, Jenkins will invite a representative from Usource Energy to speak to the Trustees in the fall about the project.

Jenkins reminded the Trustees that the deadline to turn in their Statement of Economic Interest is May 1, 2025.

CLOSED SESSION:

Angelos moved, and Groark seconded to go into Closed Session at 6:35 p.m. pursuant to the Open Meetings Act, 5, ILCS 120/2 (c)(21): Discussion of minutes of meetings lawfully closed under the Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Upon a roll call vote, all Trustees present voted "aye."

RESUME REGULAR MEETING

Angelos moved and Groark seconded to resume the Regular Meeting at 6:37 p.m.

Angelos called the meeting to order. Present were N. Angelos, I. Chafee, K. Groark, T. Hanes, and A. Mohammad.

Absent: C. Barry and S. Stratakos.

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

NEW BUSINESS:

Jenkins presented the Trustees with a proposal from artist, Sonata Kazimieraitiene to provide additional mural pieces in the Screened Porch Room. Part of the materials used would include patron-created tiles left over from the larger mosaic. Kazimieraitiene provided Jenkins with two designs. If the proposal is approved, the work would begin sometime in April or May. After some discussion, the Trustees directed Jenkins to request designs that would be used in the south-west corner of the Screened Porch Room instead of in the current proposed area.

ACTION ITEMS:

Hanes moved and Angelos seconded to approve Resolution #1129 Authorizing the Secretary of the Board of Library Trustees to make certain Closed Session Meeting Minutes available for public inspection. Upon a voice vote, all Trustees present voted "aye." Motion carried.

Groark moved and Chafee seconded to approve Resolution #1130 to transfer unexpended balances of the proceeds received annually from public library taxes in the General Fund in the amount of \$330,611 to the Green Hills Public Library District's Special Reserve Fund for End of Fiscal Year 2024. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

Chafee moved and Angelos seconded to approve adopt pay grade assignments effective July 1, 2025. This includes a 2.5% structure adjustment as recommended by HR Source,

and a new position, Head of Marketing and Communications, was added. Upon a roll call vote, all Trustees present voted “aye.” Motion carried.

Mohammad moved and Chafee seconded to amend Employee Handbook: Compensation Philosophy revisions include changing the eligibility requirement for merit increases from six months of service to four months of service. Upon a voice vote, all Trustees present voted “aye.” Motion carried.

Angelos moved and Chafee seconded to amend General Policy Manual revisions made to the Materials Selection and Collection Development Policy and Computer and Internet Use Policy. A formal review of the Reference and Reader’s Advisory Policy was conducted. Upon a voice vote, all Trustees present voted “aye.” Motion carried.

Angelos moved and Hanes seconded to table the approval of the proposal for a mural for the Screened Porch Room at a cost of \$8,534 to include assembly and installation. Upon a voice vote, all Trustees present voted “aye.” Motion carried.

Hanes moved and Groark seconded to authorize a partial day closure, closing the Library at 1 p.m. on Friday, August 15, 2025, for Staff Development. Upon a voice vote, all Trustees present voted “aye.” Motion carried.

Groark moved and Angelos seconded to authorize a full day closure, closing the Library on Friday, December 12, 2025, for Staff Development. Upon a voice vote, all Trustees present voted “aye.” Motion carried.

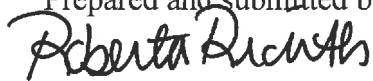
CORRESPONDENCE

As mentioned in the President’s Report, Adult Services Librarian, Patrick Sullivan received a positive patron comment from the Library’s feedback forms.

ADJOURNMENT

There being no further business before the Board, Angelos adjourned the Regular Meeting at 6:52 p.m.

Prepared and submitted by,



Roberta Richter, Recording Secretary