

GREEN HILLS PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES

May 19, 2025  
Regular Meeting

The Green Hills Public Library District Board of Trustees met at the Library on May 19, 2025.

CALL TO ORDER AND ROLL CALL

Angelos called the meeting to order at 6:09 p.m. Present were N. Angelos, C. Barry, I. Chafee, K. Groark, T. Hanes, and A. Mohammad.

Absent: S. Stratakos.

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

Angelos moved, and Chafee seconded, to appoint Groark to act as Treasurer Pro Tempore. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

ACKNOWLEDGEMENT OF VISITORS

Angelos welcomed Malgorzata (Maggie) Klich.

APPROVAL OF MINUTES

Hanes moved, and Groark seconded, that the Board of Trustees approve the minutes of the Regular Board Meeting on April 21, 2025. Upon a voice vote, all Trustees present voted "aye." Motion carried.

OPERATING FUND TREASURER'S REPORT AND WARRANT

Groark moved, and Chafee seconded that the Operating Fund Treasurer's Report for the month ending April 30, 2025, be received and filed for audit, and that Operating Fund Warrant #11 for the month of May 2025 in the amount of \$267,162.35 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

Jenkins presented a prayer rug that was donated by one of the Library's patrons. The prayer rugs are used in-house. Prayer rugs are popular items.

Jenkins introduced new Library yard signs that were designed by Brittany Ramos, Marketing Coordinator. Information about the signs will be included in the July/August Newsletter and will be handed out to patrons upon request.

Jenkins informed the Trustees that SWAN (System Wide Automated Network) performed a patron purge in April, which included cardholders who have been inactive for more than five years. This purge is what accounts for card holder statistics being lower, as the previous period of inactivity was seven years.

Jenkins shared that the Library's investment broker sent out an email alerting their clients that Cook County property tax bills are expected to be delayed due to a data issue tied to the Cook County Assessor's office and its software vendor. We are confident that the Library's reserves are enough to sustain the budget until we begin receiving tax revenues.

#### CLOSED SESSION

Groark moved, and Hanes seconded to adjourn to closed session at 6:23 p.m. to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body pursuant to Section 2(c)(1) of the Open Meetings Act. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

Barry moved, and Hanes seconded to resume the Regular Meeting at 7:02 p.m.

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

Absent: S. Stratakos.

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

#### NEW BUSINESS:

##### ACTION ITEMS:

Hanes moved, and Groark seconded to approve a 3.5% wage increase and a one-time bonus totaling \$1,300 for FY 2025-2026 for Director Jenkins. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

Hanes moved, and Angelos seconded to approve closing the Library's First Secure Working Cash Account and to open a Working Cash Account with Byline Bank. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

Hanes moved, and Barry seconded to approve the bid from Otto Baum Company, Inc. in the Amount of \$30,925.00. Masonry and electrical work are required for the installation of the EnvisionWare 24-hr Library. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

Hanes moved, and Chafee seconded to approve closing the Library on Friday, August 29 and Re-Open Tuesday, September 2 for Parking Lot Repairs and Sealcoating. Upon a voice vote, all Trustees present voted "aye." Motion carried.

Angelos moved, and Groark seconded to approve the Resolution in recognition of Thomas Hanes' service to the Green Hills Public Library District. Upon a voice vote, all Trustees present voted "aye." Motion carried.

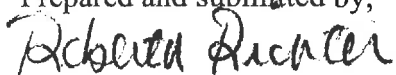
CORRESPONDENCE

None

ADJOURNMENT

There being no further business before the Board, Angelos adjourned the Regular Meeting at 7:09 p.m.

Prepared and submitted by,

A handwritten signature in black ink, appearing to read "Roberta Richter". The signature is written in a cursive, flowing style.

Roberta Richter, Recording Secretary