

GREEN HILLS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
June 16, 2025
Regular Meeting

The Green Hills Public Library District Board of Trustees met at the Library on June 16, 2025.

CALL TO ORDER AND ROLL CALL

Chafee moved, and Barry seconded, to appoint Mohammad to act as President Pro Tempore. Upon a roll call vote, all Trustees present voted “aye.” Motion carried.

Mohammad called the meeting to order at 6:16 p.m. Present were C. Barry, I. Chafee, K. Groark, M. Klich, A. Mohammad, 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

None

APPROVAL OF MINUTES

Stratakos moved, and Groark seconded, that the Board of Trustees approve two sets of minutes of the Regular Board Meetings held on May 19, 2025. 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 Closed Session Meeting on May 19, 2025. Upon a voice vote, all Trustees present voted “aye.” Motion carried.

OPERATING FUND TREASURER’S REPORT AND WARRANT

Stratakos moved, and Mohammad seconded that the Operating Fund Treasurer’s Report for the month ending May 31, 2025, be received and filed for audit, and that Operating Fund Warrant #12 for the month of June 2025 in the amount of \$257,800.02 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 distributed a copy of an informational flyer for the 24-hour Library Project. The flyer was created by S. Horn to assist staff with answering patron inquiries. Patrons are interested and excited about the new unit. Information has also been advertised on social media and in the Library Newsletter. The unit will be installed at the end of June. Jenkins showed the Trustees an example of how materials for the 24-hour Library will be distinguished from the rest of the Library collection. Horn is working to ensure the loan rules for the unit are in place before launch.

Due to questions about the Library's compensation processes from the May Board Meeting, Jenkins queried the Trustees to ascertain if they would like to have a Special Meeting to discuss the compensation policy. Jenkins will send the current policy and process information to the Trustees to discuss at the July Regular Board Meeting and determine if any changes need to be considered. Jenkins noted that decisions to change the policy should be made no later than the September meeting.

Jenkins shared that she will be out of the Library starting July 11, 2025, and will be back on July 21, 2025. Horn will be out of the Library from June 30, 2025, through July 7, 2025.

Barry asked for an update on the Summer Reading Kick Off attendance. Jenkins announced that there were 869 attendees onsite at Bennett Park, and the first day registration numbers reached 1,000 registrants. Both Jenkins and Barry mentioned that the event was well run and organized this year.

The Youth Services Play Area reopened with new and exciting furnishings and toy bins. The bins of toys are organized by theme, and patrons can check them out to use in-house.

Jenkins mentioned that the aquarium was drained and cleaned. New sand, coral, and fish have been added with more fish to come.

Jenkins noted that the first day of the Farmer's Market was busy. The Library provided a story time at the Market during the second week. Staff are using a "Spin the Wheel" game where patrons can win Library swag.

NEW BUSINESS:

ACTION ITEMS:

Barry moved, and Stratakos seconded to approve the "Working Budget" for fiscal year 2025/2026. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

Chafee moved, and Stratakos seconded to amend the General Policy Manual: Circulation Structure and Fees to include rules associated with the materials checked out from the 24-hour Library. Upon a voice vote, all Trustees present voted "aye." Motion carried.

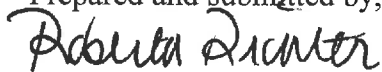
CORRESPONDENCE

None

ADJOURNMENT

There being no further business before the Board, Mohammad adjourned the Regular Meeting at 6:47 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