The meeting was called to order by President Vanessa Bradley at 7:01 p.m. in the Board Room at the South Holland Public Library.

1) Roll call:
   Present: President Vanessa Bradley, Vice-President Donald Van Deursen, Secretary Nancy Banash, Trustee Elaine MacKenzie, Trustee Pat Rohm, Library Director Robin Wagner and Edna R. Burns, Secretary.
   Treasurer Patricia McCreary arrived at 7:19 p.m.
   Absent:

2) Swearing In of Appointed Trustee
   Secretary Banash administered the Oath of Office to appointed Trustee Felicia Houston.

3) Introduction of Guests

4) Public Comments
   Members of the Public are invited to speak to the Board. Speakers are allowed three (3) minutes to address the Board. Individuals will not be allowed to speak a second time until all speakers who wish to address the Board have been recognized.

5) Correspondence

6) Approval of Minutes
   Vice-President Van Deursen moved to approve the Minutes of the December 18, 2017, Regular Meeting of the South Holland Public Library Board of Trustees. Trustee MacKenzie seconded the motion.
   6 ayes; 0 nays; 1 absent. Motion carried.

7) Approval of Bills
   a) Trustee MacKenzie moved to approve the January 22, 2018, bills submitted for payment in the amount of $96,993.63. Trustee Rohm seconded the motion.
      Roll Call:
      Ayes: Bradley, Van Deursen, Banash, MacKenzie, Rohm, Houston
      Nays: None
      Absent: McCreary
      Motion carried.
8) Financial Reports
   a) Trustee MacKenzie moved to approve Revenue and Expenditure Reports Year-to-Date for January, 2018. Vice-President Van Deursen seconded the motion. Director Wagner explained the repercussions of not receiving grant dollars in the fiscal year.
   Roll Call:
   Ayes: Bradley, Van Deursen, Banash, McCreary, MacKenzie, Rohm, Houston
   Nays: None
   Absent: None
   Motion carried.

   b) Review Check Voucher and Vendor Invoice Register for December, 2017.

9) Committee Reports
   a) Building & Grounds—The elevator shaft is complete. We are waiting for delivery of the elevator. Approximate completion is in mid-March. Director Wagner submitted the Quarterly Live & Learn Grant Report.

   b) Finance—Finance Committee meeting will be held on Tuesday, February 6, 2018, at 7:00 pm.

10) Unfinished Business

11) New Business
   a) 1.11 Library Board Roster
      Secretary Banash moved to approve 1.11 Library Board Roster as discussed. Correction made to Treasurer McCreary’s name to read: Patricia Y. McCreary. Treasurer McCreary seconded the motion.
      7 ayes; 0 nays; 0 absent. Motion carried.

   b) Market Benchmarking & Compensation Structure Development Project
      Project was completed by Kathryn O’Connor, Director, Compensation Services, of the Management Association. Board reviewed and discussed.

   c) Pay Grade Assignments Effective May 1, 2018.
      Treasurer McCreary moved to accept new Pay Grade Assignments effective May 1, 2018 as discussed. Trustee MacKenzie seconded the motion.
      Roll Call:
      Ayes: Bradley, Van Deursen, Banash, McCreary, MacKenzie, Rohm, Houston
      Nays: None
      Absent: None
      Motion carried.
   a) Director Wagner stated that the State of Illinois has started disbursing
      grant checks. We hope to receive the Live & Learn and Per Capita Grant
      checks soon.

13) Announcements
   a) President Bradley encouraged Board members to attend the Library’s
      programs.

   b) The next regular meeting of the South Holland Public Library Board of
      Trustees is February 26, 2018, at 7:00 p.m.

14) Adjournment

   At 8:12 p.m. Treasurer McCreary moved the Board adjourn until the next
   regular meeting. Secretary Banash seconded the motion. Motion
   unanimously carried.

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(Secretary’s Signature)     Date