The meeting was called to order by President Vanessa Bradley at 7:00 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, Treasurer Patricia McCreary, Trustee Elaine MacKenzie, Trustee Felicia Houston, Library Director Robin Wagner and Edna R. Burns, Secretary.
   Absent: Trustee Pat Rohm

2) Introduction of Guests

3) 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

4) Correspondence
   Invitation from the African American Contractors Association (AACA) to attend their 26th Annual Membership/Awards Reception Wednesday, March 7, 2018, 5:00 pm until 9:00 pm at the South Shore Cultural Center.

5) Approval of Minutes
   Treasurer McCreary moved to approve the Minutes of the January 22, 2018 Regular Meeting of the South Holland Public Library Board of Trustees. Vice President Van Deursen seconded the motion.
   6 ayes; 0 nays; 1 absent. Motion carried.

6) Approval of Bills
   a) Vice President Van Deursen moved to approve the February 26, 2018 bills submitted for payment in the amount of $78,431.38. Treasurer McCreary asked if Benford Protection Group was the security firm. Business Manager Burns verified that it was. Treasurer McCreary seconded the motion.
      Roll Call:
      Ayes: Bradley, Van Deursen, Banash, MacKenzie, McCreary, Houston
      Nays: None
      Absent: Rohm
      Motion: Rohm
      Motion carried.
7) Financial Reports
   a) Trustee MacKenzie moved to approve Revenue and Expenditure Reports Year-to-Date for February, 2018. Treasurer McCreary seconded the motion. Director Wagner informed the Board there is more spending going on as we approach the end of the fiscal year, such as a new monitor in Public Services and new lounge chairs.
      Roll Call:
      Ayes: Bradley, Van Deursen, Banash, McCreary, MacKenzie, Houston
      Nays: None
      Absent: Rohm
      Motion carried.


8) Committee Reports
   a) Building & Grounds – Director Wagner explained the delay with production of the elevator by ThyssenKrupp. Business Manager Burns discussed details of the new fire alarm system. The elevator is due to be completed mid-May.

   b) Finance—Discussion of meeting with full Board.
      i) Secretary Banash moved to approve the minutes of the February 6, 2018, Finance Committee Meeting of the South Holland Public Library Board of Trustees. President Bradley seconded the motion.
         3 ayes; 0 nays; 0 absent. Motion carried.

9) Unfinished Business

10) New Business
    a) New Maintenance/Custodian Position
       Trustee MacKenzie moved to approve a new Maintenance/Custodian part-time position for FY2018-19. Treasurer McCreary explained the need for the position. Next step is development of new job description. Secretary Banash seconded the motion.
       6 ayes; 0 nays; 1 absent. Motion carried.

    b) Staff Merit Increases for FY2018-19 not to Exceed 3% per individual
       Secretary Banash moved to approve staff merit increases for FY2018-19 not to exceed 3% per individual. Trustee Houston seconded the motion.
       Roll Call:
       Ayes: Bradley, Van Deursen, Banash, MacKenzie, McCreary, Houston
       Nays: None
       Absent: Rohm
       Motion carried.
c) **One-Time Market Adjustment to bring Salaries to the Midpoint/Market Rate of the Library’s Pay Grade Assignments Effective May 1, 2018 for a Cost not to exceed $58,152.**

   Vice President Van Deursen moved to combine a maximum 3% merit increase with a one-time market adjustment to bring salaries to the midpoint/market rate of the Library’s Pay Grade Assignments for a cost not to exceed $58,152, effective May 1, 2018. Trustee Houston seconded the motion. Director Wagner explained the balance of the merit increase and one-time market adjustment.

   Roll Call:
   Ayes: Bradley, Van Deursen, Banash, McCreary, MacKenzie, Houston
   Nays: None
   Absent: Rohm

   Motion carried.

**Legislative Breakfast**

Trustee MacKenzie commended Representative Thaddeus Jones for attending and mentioned the presentation on Net Neutrality by ILA. Director Wagner spoke with Burras regarding unattended children in the Library. Representative Jones invited Director Wagner to contact him in April regarding White Sox and Cubs tickets.

11) **Library Director’s Report of February 26, 2018.**

   a) Director Wagner reminded the Board that they could receive a free Summer Library Challenge T-shirt. She needs sizes by Friday, March 2\textsuperscript{nd}.

   b) Director Wagner mentioned the bill that was introduced in the Illinois General Assembly restricting use of public funds for employee Professional Development and Training Expenses. It will be monitored by ILA.

12) **Announcements**

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

14) **Adjournment**

   At 7:41 p.m. Secretary Banash moved the Board adjourn until the next regular meeting. Trustee Houston seconded the motion. Motion unanimously carried.