1) The meeting was called to order by President Vanessa Bradley at 7:02 p.m. in the Board Room at the South Holland Public Library.

2) Roll call:
   Present: President Vanessa Bradley, Vice-President Donald Van Deursen, Secretary Nancy Banash, Trustee Elaine MacKenzie; Trustee Felicia Houston, Library Director Robin Wagner and Edna R. Burns, Secretary.
   Treasurer Patricia McCreary arrived at 7:04 p.m.
   Absent: Trustee Pat Rohm

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
   a) May 21, 2018 Invitation from the Rainbow PUSH Coalition (RPC) to attend the Annual Construction Summit held on June 13, 2018.
   b) June 18, 2018 Letter from O'Neill & Gaspardo offering consulting, accounting or auditing services.
   c) June 22, 2018 Invitation from the African American Contractor’s Association to attend the 16th Annual AACA national Contractor’s Day on July 14, 2018.

6) Approval of Minutes
   a) Vice-President Van Deursen moved to approve the Minutes of the June 25, 2018 Regular Meeting of the South Holland Public Library Board of Trustees. Treasurer McCreary seconded the motion.
      6 ayes; 0 nays; 1 absent. Motion carried.

7) Approval of Bills
   a) Trustee MacKenzie moved to approve the July 23, 2018 bills submitted for payment in the amount of $34,725.76. Trustee Houston seconded the motion.
      Roll Call:
      Ayes: Bradley, Van Deursen, Banash, McCreary, MacKenzie, Houston
      Nays: None
      Absent: Rohm
      Motion carried.
8) Financial Reports
   a) Secretary Banash moved to approve the Revenue & Expenditure Reports Year-to-Date for July, 2018. Treasurer McCreary seconded the motion.
      Roll Call:
      Ayes: Bradley, Van Deursen, Banash, McCreary, MacKenzie, Houston
      Nays: None
      Absent: Rohm
      Motion carried.
      b) Review Check Voucher and Vendor Invoice Register for June, 2018.

9) Committee Reports
   a) Building & Grounds – Director Wagner reported that the edging in the elevator cab was the only work to be completed on the elevator project.
   b) Finance – Director Wagner asked if the Board had any questions regarding the Capital Needs Assessment, please call her.

10) Unfinished Business

11) New Business
   a) FY2017-2018 Annual Report
      There were some discrepancies in a few of the statistics due to a calculation error. Director Wagner will correct them. Overall, Library is doing well.
      b) Authorization to Director Wagner to move forward with the South Courtyard Drainage Project as recommended by JMA Architects, total cost not to exceed $15,000.
      Treasurer McCreary moved to authorize Director Wagner to proceed with the South Courtyard Drainage Project as recommended by JMA Architects, total cost not to exceed $15,000, as discussed. Trustee MacKenzie seconded the motion.
      Roll Call:
      Ayes: Bradley, Van Deursen, Banash, McCreary, MacKenzie, Houston
      Nays: None
      Absent: Rohm
      Motion carried.

12) Library Director’s Report of July 23, 2018
   a) Director Wagner informed the Board that September is Library Card Sign-up Month. The Library is asking local businesses to participate in a program where a patron shows their South Holland Public Library card and receives a small discount or free item.
   b) For the Summer Library Challenge Finale, the Library will show The Wiz outside on the east side of the Library on a big screen Friday, July 27th.
   c) On Friday, August 3, there will be all day staff In-Service training.
13) **Announcements**

a) President Bradley suggested the Board give a donation to Trustee Rohm for the loss of her husband. It was agreed to give $150 donation to the Freedom Bound Jail Ministry where he volunteered.

b) Trustee MacKenzie suggested the Board establish some guidelines for donations for the loss of a spouse or children. The Board agreed to a $150 maximum donation.

c) Director Wagner will add an appendix to the Policy.

d) The next regular meeting of the South Holland Public Library Board of Trustees is August 27, 2018, at 7:00 p.m.

14) **Adjournment**

At 7:47 p.m. Secretary Banash moved the Board adjourn until the next regular meeting. Trustee Houston seconded the motion. Motion unanimously carried.

________________________________   _______________
(Secretary’s Signature)     Date