1) 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.

2) Roll call:
   Present: President Vanessa Bradley, Vice-President Donald Van Deursen, Secretary Nancy Banash, Trustee Elaine MacKenzie, Trustee Felicia Houston, Trustee Pat Rohm, Library Director Robin Wagner and Edna R. Burns, Business Manager.

   Absent: Treasurer Patricia McCreary

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) July 27, 2018—Email from Joseph Hurst who is displeased with the environment at the South Holland Public Library. Director Wagner emailed Mr. Hurst to get more details and there has been no response.
   b) August 6, 2018—A thank you from the Freedom Bound Jail Ministry for the donation made in memory of Tom Rohm.

6) Approval of Minutes
   a) Trustee MacKenzie moved to approve the Minutes of the July 23, 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.

7) Approval of Bills
   a) Trustee Houston moved to approve the August 27, 2018 bills submitted for payment in the amount of $52,244.32. Secretary Banash seconded the motion.
      Roll Call:
      Ayes: Bradley, Van Deursen, Banash, MacKenzie, Rohm, Houston
      Nays: None
      Absent: McCreary
      Motion carried.
8) Financial Reports
   a) Vice-President Van Deursen moved to approve the Revenue &
      Expenditure Reports Year-to-Date for August, 2018. Trustee MacKenzie
      seconded the motion.
      Roll Call:
      Ayes: Bradley, Van Deursen, Banash, McCreary, Rohm, Houston
      Nays: None
      Absent: McCreary
      Motion carried.
      Business Manager Burns verified the Village and Library reports were in
      line with each other.

9) Committee Reports
   a) Building & Grounds – Director Wagner stated the last two bills have been
      paid on the Elevator Project and she will be submitting the final Live and
      Learn Grant report to the State Library.
      JMA Architects have gotten one quote for the Pit Project to alleviate
      flooding in Youth Services. It came in just under $10,000. They are trying
      to get two more quotes. This does not include incidentals such as
      relocation of irrigation system.
   b) Finance – The Library has purchased a Cyber Liability Endorsement to be
      added to the Village Cyber Policy for a cost of $364 per year. This will
      cover us if we are hacked or held for data ransom.

10) Unfinished Business

11) New Business
   a) FY2019 Per Capita Grant Requirements
      The Board has three requirements to fulfill in regards to FY2019 Per
      Capita Grant requirement:
      1) View a webinar regarding services to those with disabilities. Director
         Wagner will send an email with the information from RAILS on archived
         webinars available for the Board to view. President Bradley suggested
         viewing a 1-hour webinar together prior to the September Board meeting.
         A viewing workshop will be held at 6 p.m. on Monday, September 24,
         2018, in the Board Room of the Library to view a webinar chosen by
         Director Wagner.
      2) Copies of the Trustee Fact Files, Fourth Edition, were distributed to
         Board members. They will read Chapters 6-10 which will be discussed at
         the September Board meeting.
      3) Director Wagner handed out printouts of the Illinois Veteran’s History
         Project webpage to be reviewed by Board members.
b) **6.0 Meeting Room Policies & Application**
   Trustee Houston moved to approve the revised and renamed 6.0 Meeting Room Policies & Application as discussed. Secretary Banash seconded the motion.

   Director Wagner explained the new booking schedule and one application for one date changes.

   6 ayes; 0 nays; 1 absent. Motion carried.

c) **2.19.4 Condolences and Other Recognition Guidelines**
   Trustee MacKenzie moved to approve the new 2.19.4 Condolences and Other Recognition Guidelines as discussed. Trustee Houston seconded the motion.

   6 ayes; 0 nays; 1 absent. Motion carried.

**12) Library Director’s Report of August 27, 2018**
   Director Wagner pointed out the possibility of future changes to Non-Resident rules for both the non-resident owner and tenant and provided information to the Board about Cook County’s two referenda questions to be on the ballot regarding minimum wage and sick leave for municipalities.

**13) Announcements**
a) The next regular meeting of the South Holland Public Library Board of Trustees is September 24, 2018, at 7:00 p.m. A workshop will be held for Board members at 6:00 p.m. to view a webinar to meet Per Capita Grant requirements.

**14) Adjournment**

   At 7:43 p.m. Vice-President Van Deursen 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