MINUTES OF THE OCTOBER 22, 2018
REGULAR MEETING
OF THE
SOUTH HOLLAND PUBLIC LIBRARY
BOARD OF TRUSTEES

1) 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.

2) Roll call:
   Present: President Vanessa Bradley, Vice-President Donald Van Deursen, Secretary Nancy Banash, Trustee Elaine MacKenzie; Trustee Pat Rohm, Trustee Felicia Houston, Library Director Robin Wagner and Edna R. Burns, Secretary.
   Treasurer Patricia McCreary arrived @ 7:10 p.m.
   Absent:

3) Introduction of Guests
   a) Sonya Harrington – Operates a before and after school program here in South Holland, River Oaks Community Education and Development Corp. (ROC ED).

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 - None

6) Approval of Minutes
   a) Trustee MacKenzie moved to approve the Minutes of the September 24, 2018 Regular Meeting of the South Holland Public Library Board of Trustees. Trustee Houston seconded the motion.
      6 ayes; 0 nays; 1 absent. Motion carried.

7) Approval of Bills
   a) Secretary Banash moved to approve the October 22, 2018 bills submitted for payment in the amount of $68,711.00. Trustee Rohm seconded the motion. Secretary Banash asked about Phase 2 of the Universal Lighting Project. Director Wagner explained it was a two phase project. Two more invoices should arrive – one for the remaining LED bulbs to swap out and one for recycling of the fluorescent bulbs required by law.
      Roll Call:
      Ayes: Bradley, Van Deursen, Banash, MacKenzie, Rohm, Houston
      Nays: None
      Absent: McCreary
      Motion carried.
8) Financial Reports
   a) Trustee Houston moved to approve the Revenue & Expenditure Reports Year-to-Date for October, 2018. Vice-President Van Deursen seconded the motion.
      Roll Call:
      Ayes: Bradley, Van Deursen, Banash, MacKenzie, Rohm, Houston
      Nays: McCreary
      Absent: None
      Motion carried.
   b) Review Check Voucher and Vendor Invoice Register for September, 2018. Business Manager Burns reported that Village figures matched Library figures.

9) Committee Reports
   a) Building & Grounds – Justin Pathmann along with the tile masons will be in on October 25th to re-lay the bulging tiles in the elevator at no cost to the Library.
      The Lighting Project will be completed after the installation of a few overlooked lights in closets. The fluorescent bulbs will be discarded at a cost to the Library.
      A flagpole light will be installed by Public Works.
   b) Finance – No report from Treasurer McCreary.

10) Unfinished Business

11) New Business
   a) Levy Request for FY2019-2020–For Action
      Secretary Banash moved to approve the levy request for FY2019-2020 in the amount of $2,137,430.25. Treasurer McCreary seconded the motion. Director Wagner reported this year’s property tax receipts were short, fewer than 9%. We will plan our working budget for next fiscal year incorporating a 9% shortfall in property taxes to be fiscally responsible to our taxpayers.
      Roll Call:
      Ayes: Bradley, Van Deursen, Banash, McCreary, MacKenzie, Rohm, Houston
      Nays: None
      Absent:
      Motion carried.
   b) 9.1.4 Property Owner Library Cards – For Action
      Treasurer McCreary moved to approve the revised 9.1.4 Property Owner Library Cards as discussed. Trustee Rohm seconded the motion. Director Wagner explained changes in the State Law required these revisions.
      7 ayes; 0 nays; 0 absent. Motion carried.
c) **Guidelines for Banning Patrons – For Action**
Trustee Rohm moved to approve the new Guidelines for Banning Patrons as discussed. Trustee MacKenzie seconded the motion. Treasurer McCreary feels that Director Wagner should not have total authority to ban for a year and patrons should have a chance to appeal to the Board. An appeal process is already written into the Facilities Policy in section 3.1.1 Enforcement of Rules.
Roll Call:
Ayes: Bradley, Van Deursen, Banash, MacKenzie, Rohm, Houston
Nays: McCreary
Absent:
Motion carried.

d) **Suspending Computer Use Fees for Dolton Public Library Cardholders – For Action**
Trustee Houston moved to suspend Computer Use Fees, but not to include per page printing fees, for Dolton Public Library Cardholders until the Dolton Public Library reopens from construction. Trustee Rohm seconded the motion.
Roll Call:
Ayes: Bradley, Van Deursen, Banash, McCreary, MacKenzie, Rohm, Houston
Nays: None
Absent:
Motion carried.

e) **Consolidated Election April 2, 2019 – For Discussion**
President Bradley announced that Secretary Banash and Treasurer McCreary are to be re-elected for 6 year terms. Trustee Felicia Houston is up for election to a 2-year term to finish out former Trustee John Russell’s term. President Bradley will get petitions for the election from Rich Zimmerman for the candidates.

12) **Library Director’s Report of October 22, 2018**
   a) Treasurer McCreary shared her concern about decreasing numbers in programming and circulation.

13) **Announcements**
   a) The next regular meeting of the South Holland Public Library Board of Trustees is November 12, 2018, at 7:00 p.m.

14) **Adjournment**
At 8:04 p.m. Vice-President Van Deursen moved the Board adjourn until the next regular meeting. Trustee Houston seconded the motion. Motion unanimously carried.