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, Treasurer Patricia McCreary, Trustee Elaine MacKenzie; Trustee Pat Rohm, and Library Director Robin Wagner.

   Absent: Trustee Felicia Houston and Secretary Edna R. Burns

3) Introduction of Guests - None

4) Public Comments - None
   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) Vice-President Van Deursen moved to approve the Minutes of the November 13, 2018 Regular Meeting of the South Holland Public Library Board of Trustees. Trustee MacKenzie seconded the motion.

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

   Treasurer McCreary requested that the minutes say “none” when there are no guests at a meeting. Director Wagner said it will be so noted starting with the December 17, 2018, minutes.

7) Approval of Bills
   a) Trustee Rohm moved to approve the December 17, 2018, bills submitted for payment in the amount of $25,133.41. Treasurer McCreary seconded the motion.

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

   Motion carried.
8) Financial Reports
   a) Trustee Rohm moved to approve the Revenue & Expenditure Reports Year-to-Date for December, 2018. Trustee MacKenzie seconded the motion.
   Roll Call:
      Ayes: Bradley, Van Deursen, Banash, McCreary, MacKenzie, Rohm
      Nays: None
      Absent: Houston
      Motion carried.
   b) Review Check Voucher and Vendor Invoice Register for November, 2018.

9) Committee Reports
   a) Building & Grounds
      • Solar lighting will be installed on the flagpole by Carrier Electric.
      • JMA will be giving us a quote for carpeting in the elevator, outside the elevator and in the Computer Lab.
      • Custodian Kahlil Slater started December 11, 2018.
   b) Finance – Treasurer McCreary requested that scheduling the committee meetings for February and March 2019 be tabled until the January, 2019 meeting.

10) Unfinished Business - None

11) New Business
   a) 1.13 Date and Time of Library Board Meetings 2019—For Action*
      Trustee MacKenzie moved to approve 1.13 Date and Time of Library Board Meetings 2019 as discussed. Secretary Banash seconded the motion.
      Director Wagner explained the instances when a meeting was not on the 4th Monday of the month.
      6 ayes; 0 nays; 1 absent. Motion carried.
   b) South Side of Building Flood Prevention Project—For Action*
      Trustee MacKenzie moved to approve hiring Olthoff Inc., at a cost of $9,987.75, to correct the site drainage issue that contributes to localized flooding at the lower level exterior doors to Youth Services as discussed. Trustee Rohm seconded the motion.
      Director Wagner said this needed to be approved at this time so the project could get on the schedule for an early Spring completion date.
      Roll Call:
      Ayes: Bradley, Van Deursen, Banash, McCreary, MacKenzie, Rohm
      Nays: None
      Absent: Houston
      Motion carried.
   c) Per Capita Grant FY2019—For Action*
      Vice-President Van Deursen moved to approve and submit the Per Capita Grant FY2019 as discussed. Trustee MacKenzie seconded the motion.
The State of Illinois has not indicated at what per capita amount the grant would be funded.

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

d) 4.0 Material Selection Policy—For Action*

Trustee MacKenzie moved to approve 4.0 Material Selection Policy as discussed. Treasurer McCreary seconded the motion.

This policy was reviewed and revised by Head of Public Services Linda Caruso and Head of Youth Services Dorothy Koll.

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

e) Semi-Annual Review of Closed Session Minutes—For Action

Secretary Banash moved to keep all Closed Session Minutes closed. Treasurer McCreary seconded the motion. There was no discussion.

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

12) Library Director’s Report of December 17, 2018

a) Director Wagner gave out information about the 2019 ILA Legislative Breakfast on February 1, 2019. President Bradley, Treasurer McCreary, Trustee MacKenzie and Director Wagner will attend.

b)

13) Announcements

a) The next regular meeting of the South Holland Public Library Board of Trustees is January 28, 2019, at 7:00 p.m.

14) Adjournment

At 7:29 p.m. Vice-President Van Deursen moved the Board adjourn until the next regular meeting. Trustee MacKenzie seconded the motion. Motion unanimously carried.

________________________________   _______________
(Secretary’s Signature)     Date