1) The meeting was called to order by Treasurer Pat McCreary at 7:01 p.m. in the Board Room at the South Holland Public Library.

2) Roll call:
   Present: Secretary Nancy Banash, Treasurer Patricia McCreary, Trustee Elaine MacKenzie, Trustee Pat Rohm, Trustee Felicia Houston and Library Director Robin Wagner.

   Absent: President Vanessa Bradley, Vice-President Don Van Deursen, and Recording Secretary Edna R. Burns

3) Election of President Pro Tem – Treasurer Pat McCreary nominated Trustee Elaine MacKenzie to act as President Pro Tem. Trustee Houston seconded the motion.

   5 ayes; 0 nays; 2 absent. Motion carried.

4) Introduction of Guests – None

5) 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.

6) Correspondence
   a) March 18, 2019—An invitation from the AACA for the 26th Annual Membership Awards Gala on March 20, 2019, to President Bradley and Trustee MacKenzie.

   b) March 21, 2019—A letter emailed from State Librarian Jesse White awarding the Library a FY2019 Illinois Public Library Per Capita Grant in the amount of $27,537.50.

7) Approval of Minutes
   a) Trustee Houston moved to approve the Minutes of the February 25, 2019, Regular Meeting of the South Holland Public Library Board of Trustees. Trustee Rohm seconded the motion.

   5 ayes; 0 nays; 2 absent. Motion carried.

8) Approval of Bills
   a) Trustee Houston moved to approve the March 25, 2019, bills submitted for payment in the amount of $29,662.86. Secretary Banash seconded the motion. Treasurer McCreary asked Director Wagner to investigate if there is a way to have a sub-ledger set-up in the bank account to better account for Library revenue.

   Roll Call:
   Ayes: Banash, Houston, McCreary, MacKenzie, Rohm
   Nays: None
   Absent: Bradley, Van Deursen
9) Financial Reports
   a) Secretary Banash moved to approve the Revenue & Expenditure Reports Year-to-Date for March, 2019. Trustee Houston seconded the motion.

   Roll Call:
   Ayes: Banash, Houston, McCready, MacKenzie, Rohm
   Nays: None
   Absent: Bradley, Van Deursen
   Motion carried.


10) Committee Reports
    • Building & Grounds
      • Director Wagner reported the carpet tiles have been installed in the elevator. Also, the Flood Control project at the south end of the Library should begin on April 4, 2019, dependent on good weather.

    • Finance
      • The March 25, 2019, committee meeting was canceled and rescheduled for April 15, 2019 at 6:00 p.m.

11) Unfinished Business - None

12) New Business
    a) Strategic Plan 2019-2023—For Action*
       Trustee Rohm motioned to approve the Strategic Plan 2019-2023 as discussed. Treasurer McCready seconded the motion.

       Director Wagner reviewed the Plan and the first year Action Steps with the Board. Treasurer McCready asked to have the word customer-orientated under Library Values be changed to customer-focused.

       Roll Call:
       Ayes: Banash, Houston, McCready, MacKenzie, Rohm
       Nays: None
       Absent: Bradley, Van Deursen
       Motion carried.

    b) Contract with Towne Interiors for Lobby Carpet Replacement for $7,221—For Action*
       Secretary Banash motioned to contract with Town Interiors to replace the carpet in the lobby for $7,221 as discussed. Trustee Rohm seconded the motion.

       Roll Call:
       Ayes: Banash, Houston, McCready, MacKenzie, Rohm
       Nays: None
       Absent: Bradley, Van Deursen
       Motion carried.
c) Evaluation of Library Director—For Discussion*
   At 8:00 p.m., Director Wagner left the room as the Board discussed which
   Director Evaluation Form they would use for this year’s director evaluation
   process. At 8:05 p.m., Director Wagner returned to the meeting and the Board
   indicated they would use Director Evaluation Sample 2.

d) Library closing for In-Service Day, May 17, 2019—For Action*
   Secretary Banash motioned to close the Library on May 17, 2019, for a staff in-
   service day as discussed. Trustee Houston seconded the motion.

   Director Wagner said the in-service day would focus on providing services to the
   homeless and others with life needs. This May date would replace having an in-
   service in August.

   5 ayes; 0 nays; 2 absent. Motion carried.

12) Library Director’s Report of March 25, 2019
   a) Trustees were asked to forward to Director Wagner their Cook County
      Statements of Economic Interest completion emails for her files.

   b) None of the Trustees will be attending the LACONI Trustee Banquet in May.

   c) Trustees McCreary and Houston will be registered to attend the ATLAS Trustee
      Day on May 11, 2019.

13) Announcements
   a) The next regular meeting of the South Holland Public Library Board of Trustees
      is May 20, 2019, at 7:00 p.m. This is one week earlier due to the Memorial Day
      holiday.

14) Adjournment
   At 8:18 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