1) Call to Order: The meeting was called to order by President Vanessa Bradley at 7:04 p.m. in the Board Room at the South Holland Public Library.

2) Roll call:
   Present: President Vanessa Bradley, Vice-President Don Van Deursen, Secretary Nancy Banash, Treasurer Pat McCreary, Trustee Elaine MacKenzie, Trustee Pat Rohm, Library Director Robin Wagner and Business Manager Edna Burns

   Absent: Trustee Felicia Houston

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
   Thank you note from the O’Neils, Carenens and Wagners.

6) Approval of Minutes
   a) Treasurer McCreary moved to approve the Minutes of the November 18, 2019, Regular Meeting of the South Holland Public Library Board of Trustees. Trustee MacKenzie seconded the motion.

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

7) Approval of Bills
   a) Treasurer McCreary moved to approve the December 16, 2019, bills submitted for payment in the amount of $52,075.92. Trustee Rohm seconded the motion.

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

8) Financial Reports
   a) Secretary Banash moved to approve the Revenue & Expenditure Reports Year-to-Date for December, 2019. Trustee MacKenzie seconded the motion.

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

9) Committee Reports
   a) Building & Grounds
      1. Update on building projects
      Director Wagner explained the importance of a space needs assessment as part of the Library’s 2019-2020 Strategic Plan.
   b) Finance – No report.

10) Unfinished Business

11) New Business
   a) 1.13 Date and Time of Library Board Meetings 2020 – For Action
      Treasurer McCreary moved to approve 1.13 Date and Time of Library Meetings 2020 as discussed. Secretary Banash seconded the motion.

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

   b) Per Capita Grant FY2020 – For Action
      Secretary Banash moved to approve and submit Per Capita Grant FY2020 as discussed. Treasurer McCreary seconded the motion.
      Director Wagner explained we are requesting the grant to cover more ebooks, bus trips for the patrons and EBSCO Stacks. EBSCO Stacks will develop a website for the library which will make it easier to update and maintain. It will also have a more up-to-date look.

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

      Motion carried.

   c) Semi-Annual Review of Closed Session Minutes – For Action
      Trustee Rohm moved to keep all Closed Session Minutes closed. Trustee MacKenzie seconded the motion.

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

12) Library Director’s Report of December 16, 2019 – None
      Director Wagner commended the library’s management team for the smooth operation of the library in her absence.

      Director Wagner informed the board that the library’s servers had been hit by a ransomware attack twice in one week. Precautions have been made to prevent it in the future.

13) Announcements
   a) The next regular meeting of the South Holland Public Library Board of Trustees is January 27, 2020 at 7:00 p.m.

14) Adjournment
      At 7:27 p.m. Secretary Banash moved the Board adjourn until the next regular meeting. Treasurer McCreary seconded the motion. Motion unanimously carried.