

HOMER TOWNSHIP PUBLIC LIBRARY
Board of Trustees
Regular Meeting – February 27, 2017

President O'Brien called the meeting to order at 7:32 pm, followed by the Pledge of Allegiance.

TRUSTEES PRESENT

Edward O'Brien, President
Jane Klunk, Vice President
Phyllis Levine, Secretary
Kitty Mitchell, Treasurer
Brian Smith
Kevin Owen
Cindy Bochenek

STAFF PRESENT

Sheree Kozel-La Ha, Library Director
Carol McSweeney, Business Manager
Patti Nakutis, Administrative Assistant

STAFF EXCUSED

Sara McCambridge, Assistant Director

AUDIENCE TO VISITORS

President O'Brien acknowledged library staff.

CORRESPONDENCE

Director Kozel-La Ha reviewed correspondence as follows:

- A letter from LIMRICC (Library Insurance Management & Risk Control Combination) regarding FY2016 dividends.
- A Notice of Public Hearing on March 2, 2017 from the Village of Homer Glen to rezone the Village property from C6 Recreational Commercial to P1 Governmental Buildings.
- (6) Thank you cards from library staff regarding the trustee support and the appreciation brunch.
- A thank you from Director Kozel-La Ha regarding in-service day for staff and staff recognition.

APPROVAL OF MINUTES

Trustee Levine made a motion to accept the minutes of the January 23, 2017 Regular Library Board meeting. Trustee Smith seconded the motion. All in favor, motion passed.

TREASURER'S REPORT

Business Manager McSweeney recapped the Statement of Assets, Liabilities, and Fund Balances as of January 31, 2017.

The following reports were made available:

- Statement of Assets, Liabilities, and Fund Balances as of January 2017
- Petty Cash dated February 1 - 22, 2017
- Transaction Detail dated February 1-27, 2017
- Deposit Detail dated Jan 24 – February 27, 2017

Vice President Klunk moved to approve bills and Petty Cash as stated. Trustee Mitchell seconded the motion. A roll call vote was taken. All in favor, motion passed.

Vice President Klunk moved to transfer \$161,000 from Old Plank Trail Bank for February 2017 bills and March 2017 payroll, IMRF and withholding taxes, as well as utility bills or other time-sensitive bills to prevent late fees. Trustee Smith seconded the motion. A roll call vote was taken. All in favor, motion passed.

DIRECTOR'S REPORT

Director Kozel-La Ha provided a report and noted the following:

- BMO Harris Bank made a sponsorship donation with a portion marked for new laptops/technology.
- Director Kozel-La Ha will attend the Village Public Hearing on March 2nd with Dan Eallonardo. Director Kozel-La Ha will also attend the Village Board Meeting on March 8th regarding the rezoning. Trustees are encouraged to attend both meetings.
- The Used Book Sale was very successful featuring our first ever "Educator Night" on Thursday.
- We are working with a very conservative budget - currently at 50% for 7 months.
- Touch-up patching and painting inside the library is targeted to take place on April 14 when the library is closed for the Good Friday holiday or on another date to minimize impact on visitors.
- (2) New iPads and tables with stools are in the Youth Services department from a donation through Countryside Bank.
- The library was awarded a \$2500 RAILS Makerspace Grant in partnership with Homer School District 33C.
- The chick hatch and incubator live 24/7 feed is coming in March.

Assistant Director's Report

Assistant Director McCambridge was not present to report.

Other Manager's Reports

Additional Manager Reports are available in trustee packets.

NEW BUSINESS

RAILS Representative Report

Trustee Smith noted that RAILS will be turning over operations of Talking Books to the State Library in August.

COMMITTEE REPORTS

Finance/Budget

President O'Brien had no new business to report.

Personnel

President O'Brien had no new business to report.

Policy

Vice President Klunk had no new business to report.

Legal

Trustee Smith had no new business to report.

ADJOURNMENT

At 7:56 pm President O'Brien adjourned the meeting.

The next regularly scheduled board meeting will be on Monday, March 27, 2017 at 7:30 p.m.

Respectfully submitted,

Patti Nakutis

Administrative Assistant