

**Stickney-Forest View Public Library District
Board of Trustees
Minutes of the Board Meeting
August 28, 2013**

Budget and Appropriation Public Hearing 6:45-7:00pm

The meeting was called to order at 7:02 pm by Trustee L. Valencia. Present at roll call were, Secretary M. Blatter, Treasurer S. Hosek, and Trustees C. Dumas and L. Valencia. Absent from the meeting were, A. Murillo, D. Adamczyk and J.Lopez. Present from the Library staff were Director H. Shlah, Assistant Director J. Blazek and meeting stenographer J. Mueller.

Secretary's Minutes:

July 31, 2013 – Regular Board Meeting Minutes: Accepted with no corrections and filed for audit.

Secretary's Report/Correspondence:

Director H. Shlah presented correspondence as follows:

The State Library reported that the IPLAR has been submitted successfully.

The children's department received recognition for their summer reading program.

Confirmation was received that the State Library Capital Needs Assessment Survey was submitted successfully.

Financial Report:

Treasurer's report: Approved the July 2013 and the Amended June 2013 Treasurer's Report.

S. Hosek motioned and M. Blatter seconded the approval of the July 2013 Treasurer's report

Roll call results were:

- Aye- M. Blatter, S. Hosek, C. Dumas, and L. Valencia
- Nay- None
- Absent- A. Murillo, D. Adamczyk and J.Lopez
- Abstain- None

C. Dumas motioned and S. Hosek seconded the approval of the Amended June 2013 Treasurer's report

Roll call results were:

- Aye-M. Blatter, S. Hosek, , C. Dumas, and L. Valencia
- Nay- None
- Absent- A. Murillo, D. Adamczyk and J.Lopez

- Abstain- None

Revenue & Expense Report: No Discussion

Transaction List by Vendor: No Discussion.

Warrants:

Payroll: The Board reviewed payroll from 07/15/13-07/28/13: pay date 08/02/13

Check # 20 Direct Deposits

State Disbursement- None

Federal Tax EFT #270361452174712

IL Tax EFT #13WDD000796461

IMRF: EFT# 21247

Voided Checks – None

Payroll from 07/29/13-08/11/13: pay date 08/16/13

Check # 20 Direct Deposits

State Disbursement: None

Federal Tax EFT #27036287566096

IL Tax EFT #0650246656

IMRF- None

Voided Checks-None

- S. Hosek motioned to pay payroll and C. Dumas seconded the motion.

Roll call results were:

- Aye- M. Blatter, S. Hosek, , C. Dumas, and L. Valencia
- Nay- None
- Absent- A. Murillo, D. Adamczyk and J.Lopez
- Abstain- None

Invoices: Invoices were reviewed; the invoices presented for payment were:

Checks # LC10009-10043, 36 EFT/Debits and 15 Petty Cash reimbursements.

Voided Checks-None

Total Amount \$52,141.84

- C. Dumas motioned to pay the invoices and S. Hosek seconded the motion.

Roll call results were:

- Aye- M. Blatter, S. Hosek, , C. Dumas, and L. Valencia
- Nay- None
- Absent- A. Murillo, D. Adamczyk and J.Lopez
- Abstain- None

Department Reports:

Director's Report- We are very lucky to have the current Department Heads and staff who are all contributing to help improve our library services and implementing new process and ideas.

Department Head Reports: Positive Comments were made on the increasing circulation statistics.

Committee Reports:

No reports

Unfinished Business:

Mission Statement: Tabled

New AV furnishings for AV Area: Tabled

Personnel Policy:

- S. Hosek motioned to approve the new Personnel Policy and C. Dumas seconded the motion.

Roll call results were:

- Aye-, M. Blatter, S. Hosek, , C. Dumas, and L. Valencia
- Nay- None
- Absent- A. Murillo, D. Adamczyk and J.Lopez
- Abstain- None

New Business

Ordinance – FY14-03 Budget and Appropriation Ordinance

- S. Hosek motioned to adopt the Budget and Appropriation Ordinance FY14-03 and M. Blatter seconded the motion.

Roll call results were:

- Aye-, M. Blatter, S. Hosek, C. Dumas, and L. Valencia
- Nay- None
- Absent- A. Murillo, D. Adamczyk and J.Lopez
- Abstain- None

Resolution FY14-02 Non Resident Card Fees

- S. Hosek motioned to approve Resolution FY14-02- Non Resident Card Fees and C. Dumas seconded the motion.

Roll call results were:

- Aye-, M. Blatter, S. Hosek, , C. Dumas, and L. Valencia
- Nay- None
- Absent- A. Murillo, D. Adamczyk and J.Lopez
- Abstain- None

Vacation Liability

- S. Hosek motioned to approve removing the remaining vacation liability for the previous fiscal year and L. Valencia seconded the motion.

Roll call results were:

- Aye- M. Blatter, S. Hosek, , C. Dumas, and L. Valencia
- Nay- None
- Absent- A. Murillo, D. Adamczyk and J.Lopez
- Abstain- None

Other Business: None

Having no further business the meeting was adjourned at 8:09 PM.

Respectfully Submitted,

Marjorie Blatter, Secretary