

**Stickney-Forest View Public Library District
Board of Trustees
June 18, 2014**

The meeting was called to order at 6:58 pm by Board President D. Adamczyk. Present at roll call were President D. Adamczyk, Treasurer S. Hosek, and Trustees C. Dumas and J. Lopez. Secretary M. Blatter and Trustees A. Murillo and L. Valencia were absent from the meeting. Present from the Library staff were Director H. Shlah, Assistant Director J. Blazek and meeting stenographer J. Mueller.

Secretary's Minutes:

May 28, 2014 – Regular Board Meeting Minutes: Accepted with no corrections and filed for audit.

Secretary's Report/Correspondence:

Director H. Shlah presented correspondence as follows: The new Central Stickney Park District brochure documenting their summer programs was reviewed. The Stickney – Forest View Lion's club is hosting a 5K run/walk and the Library Trustees agreed to contribute towards a Gold Level Sponsorship. Charles J. Sah's School Superintendent; Christine Leahy, sent thanks for our continued support and partnership. Tax objection letters were presented for review.

Financial Report:

Treasurer's report: Accepted as presented

Revenue & Expense Report & Balance Sheet: Accepted as presented

Transaction List by Vendor/Check Summer: Accepted as presented

Warrants:

Payroll: The Board reviewed payroll from 5/19/14-6/01/14: pay date 6/06/14

Check # 20 Direct Deposits

Federal Tax EFT #270455734573766

IL Tax EFT #1-727-999-744

IMRF: None

Voided Checks – None

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

Roll call results were:

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

Invoices: Invoices were reviewed; the invoices presented for payment were:
Checks # LC 10483-10512, 4 EFT's, 14 Debit/Credit Card Transactions and 4Petty Cash
Voided Checks- None
Total Amount \$30,029.48

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

Roll call results were:

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

Department Reports:

Director's Report- The open house celebration for our programming partnership with Stickney Township will take place on Saturday, September 6th.

Committee Reports: None

Unfinished Business: None

New Business

Motion to approve/review the following polices: Investment Policy, Petty Cash Policy and Public Bidding Policy

- S. Hosek motioned to adopt the Investment, Petty Cash and Public Bidding Policies as written after review and D. Adamczyk seconded the motion.

Roll call results were:

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

Motion to adopt Computer and Equipment Policy

- C. Dumas motioned to adopt Computer and Equipment Policy and S. Hosek seconded the motion.

Roll call results were:

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

Motion to adopt Records Retention Policy

- C. Dumas motioned to adopt the Records Retention Policy and D. Adamczyk seconded the motion.

Roll call results were:

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

Other Business:

Motion to adopt Maintenance Tax Ordinance FY15-01

- S. Hosek motioned to adopt Maintenance Tax Ordinance FY15-01 and C. Dumas seconded the motion.

Roll call results were:

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

Motion to settle Tax Objections from 2007-2008

- C. Dumas motioned to settle Tax Objections from 2007-2008 J. Lopez seconded the motion.

Roll call results were:

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

Motion to pay outstanding Anchor Mechanical, Inc. Invoices (tabled)

Having no further business the meeting was adjourned at 7:40PM.

Respectfully Submitted,

Marjorie Blatter, Secretary