

**Stickney-Forest View Public Library District
General Meeting of the Board of Trustees
December 12, 2018**

ORIGINAL

The meeting was called to order at 7:01 pm by Board President E. Montiel. Present at roll call were Treasurer S. Hosek, Trustee A. Murillo, Trustee J. Lopez, Trustee H. Garza and Trustee E. Bartunek. Excused from the meeting was Secretary M. Blatter.

Present from the Library staff were Director H. Shlah, Assistant Director S. Henry and meeting stenographer J. Chávez Buchanan.

Secretary's Minutes:

November 14, 2018 – Regular Board Meeting Minutes: Accepted with no corrections and filed for audit.

Comments for the Public:

None

Secretary's Report/Correspondence:

The Library District received several holiday cards and acknowledgments from patrons, community agencies and vendors.

The Library District received a FOIA request from appointed Library Trustee Edward Bartunek for Trustee candidate petitions and all related documents and correspondence regarding the upcoming consolidated election, between Director H. Shlah and campaigning Trustees.

The Library District received a FOIA request from Del Galdo Law Group, LLC, (attorney for the Village of Stickney) citing incorrect documentation of Trustee terms and requesting correction via Resolution.

The Library District received a FOIA request from Del Galdo Law Group, LLC, for video surveillance on December 10, 2018 showing the morning filing time period.

The Library District received a FOIA request from SmartProcure for all purchasing records for the period of June 21, 2018 to present.

The Library District received resignation letters from K. Alba and S. Henry.

On December 26, 2018 the District will hold a ballot lottery for ballot placement in the upcoming consolidated election.

The Sah's school principal expressed gratitude for the Youth Services staff.

The Bridgeview Public Library District praised the work of M. Friel.

The Library received many compliments from several patrons this month.

S. Reppe and D. Ramos received compliments for their leadership in the Writer's Group.

The Youth Services Department received a note thanking G. Fitzgerald for her dedication and hard work.

Financial Report:

Treasurer's report (November): Accepted as presented

Profit and Loss Report (November): Accepted as presented

Transaction List (November): Accepted as presented

Warrants:

Payroll: The Board reviewed payroll from 11/12/18-11/25/18: pay date 11/30/18

Check # 21 Direct Deposits

Federal Tax EFT # Filed by Paylocity

IL Tax EFT # Filed by Paylocity

IMRF: EFT #0541801 Ref. #42149

Voided Checks – None

Payroll: The Board reviewed payroll from 11/26/18-12/09/18: pay date 12/14/18

Check # 21 Direct Deposits

Federal Tax EFT # Filed by Paylocity

IL Tax EFT # Filed by Paylocity

IMRF: None

Voided Checks – None

- President E. Montiel motioned to pay payroll and Trustee E. Bartunek seconded the motion.

Roll call results were:

- Aye- E. Montiel , S. Hosek , A. Murillo, J. Lopez, H. Garza and E. Bartunek
- Nay- None
- Absent- M. Blatter
- Abstain- None

Invoices: Invoices were reviewed and the invoices presented for payment were:
Checks # LC 12942-12979, 2 EFTS's, 6 Debit/Credit Card Transactions and 1 Petty Cash
Total Amount \$81,020.27

- Trustee H. Garza motioned to pay the invoices and President E. Montiel seconded the motion.

Roll call results were:

- Aye- E. Montiel , S. Hosek , A. Murillo, J. Lopez, H. Garza and E. Bartunek
- Nay- None
- Absent- M. Blatter
- Abstain- None

Department Reports:

Accepted as presented

Director's Report-

Accepted as presented

Committee Reports:

a. Website Committee

Accepted as presented

b. Marketing Committee

Accepted as presented

Unfinished Business:

None

New Business:

a. Resolution FY19-02 – Staff Travel Expense (Approve) (Action)

President E. Montiel motioned to approve Resolution FY19-02 Staff Travel Expense and Trustee H. Garza seconded the motion.

Roll call results were:

- Aye- E. Montiel , S. Hosek , A. Murillo, J. Lopez, H. Garza and E. Bartunek
- Nay- None
- Absent- M. Blatter
- Abstain- None

b. Employee Tuition Reimbursement Policy (Approve) (Action)

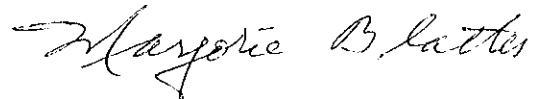
Trustee A. Murillo motioned to approve The Employee Tuition Reimbursement Policy and Treasurer S. Hosek seconded the motion.

Roll call results were:

- Aye- E. Montiel , S. Hosek , A. Murillo, J. Lopez, H. Garza and E. Bartunek
- Nay- None
- Absent- M. Blatter
- Abstain- None

Having no further business the meeting was adjourned at 7:43 PM.

Respectfully Submitted,



Marjorie Blatter, Secretary