

Stickney-Forest View Public Library District
General Meeting of the Board of Trustees
July 25, 2018

The meeting was called to order at 6:59 pm by Interim Board President E. Montiel. Present at roll call were Secretary M. Blatter, Treasurer S. Hosek, Trustee A. Murillo and Trustee J. Lopez. Trustee D. Reiter was absent from the meeting.

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

Secretary's Minutes:

June 27, 2018 – General Board Meeting Minutes: Accepted with no corrections and filed for audit.

Comments for the Public:

Community member Paul Voyne expressed his concerned with the functionality of the patron computers. An inquiry was made regarding the solution for decreasing the computer downtimes.

Treasurer of the SFV Friends of the Library, Mitch M Milenkovic, presented a summary of their financial statement.

Community member Estaben Carrillo expressed interest in being appointed for the position of Library Board Trustee.

Secretary's Report/Correspondence:

The candidates for Trustees will be discussed in closed session at August's Board meeting. The appointment will be made at the September Board meeting.

The Library received a renewal maintenance contract from The Heating & Engineering Company.

The Library received a resignation letter from Trustee Denise Reiter.

The Library received a thank you note from the Stickney-Forest View Lion's Club for sponsoring the 5K Run to be held on September 23, 2018.

Financial Report:

Treasurer's Report (June): Accepted as presented

Profit and Loss Report (June): Accepted as presented

Transaction List (June): Accepted as presented

Warrants:

Payroll: The Board reviewed payroll from 6/11/18-6/24/18: pay date 6/29/18

Check # 21 Direct Deposits

Federal Tax EFT # Filed by Paylocity

IL Tax EFT # Filed by Paylocity

IMRF: EFT #: 0541801 Ref. #: 34317

Voided Checks – None

Payroll: The Board reviewed payroll from 6/25/18-7/8/18: pay date 7/13/18

Check # 21 Direct Deposits

Federal Tax EFT # Filed by Paylocity

IL Tax EFT # Filed by Paylocity

IMRF: None

Voided Checks – None

- Trustee A. Murillo motioned to pay payroll and Trustee J. Lopez seconded the motion.

Roll call results were:

- Aye- E. Montiel, S. Hosek, M. Blatter, A. Murillo and J. Lopez
- Nay- None
- Absent- D. Reiter
- Abstain- None

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

Checks # LC 12684-12743, 5 EFTS's, 24 Debit/Credit Card Transactions and 2 Petty Cash

Total Amount \$50,414.92

- Treasurer S. Hosek motioned to pay the invoices and Trustee E. Montiel seconded the motion.

Roll call results were:

- Aye- E. Montiel, S. Hosek, M. Blatter, A. Murillo and J. Lopez
- Nay- None
- Absent- D. Reiter
- Abstain- None

Department Reports:

Accepted as presented

Director's Report-

Survey results have been compiled with comments and feedback from patrons.

Secretary M. Blatter communicated patron complaints regarding the functionality of the media box. A suggestion was made to complete an incident report when the equipment is not functioning properly.

Committee Reports:

Accepted as presented

Unfinished Business:

a. Trustee Bylaws (Discussion/Adopt)

Secretary M. Blatter motioned to adopt the Trustee Bylaws with the suggested amendments and Trustee E. Montiel seconded the motion.

Roll call results were:

- Aye- E. Montiel, S. Hosek, M. Blatter, A. Murillo and J. Lopez
- Nay- None
- Absent- D. Reiter
- Abstain- None

b. FY19 Budget (Adopt)

Trustee A. Murillo motioned to adopt FY19 Budget and Trustee E. Montiel seconded the motion.

Roll call results were:

- Aye- E. Montiel, S. Hosek, M. Blatter, A. Murillo and J. Lopez
- Nay- None
- Absent- D. Reiter
- Abstain- None

New Business:

a. Adopt Resolution FY19-01 Prevailing Wage (Adopt) (Action)

Trustee J. Lopez motioned to adopt Resolution FY19-01 Prevailing Wage and Trustee A. Murillo seconded the motion.

Roll call results were:

- Aye- E. Montiel, S. Hosek, M. Blatter, A. Murillo and J. Lopez
- Nay- None
- Absent- D. Reiter
- Abstain- None

b. Approval of Resolution FY19-02 Staff Travel Expense (Adopt) (Action)

Trustee J. Lopez motioned to approve Resolution FY19-02 Staff Travel Expense and Secretary M. Blatter seconded the motion.

Roll call results were:

- Aye- E. Montiel, S. Hosek, M. Blatter, A. Murillo and J. Lopez
- Nay- None
- Absent- D. Reiter
- Abstain- None

c. Adopt Ordinance FY19-01 Budget and Appropriation (Adopt) (Action)

Trustee J. Lopez motioned to adopt Ordinance FY19-01 Budget and Appropriation and Trustee E. Montiel seconded the motion.

Roll call results were:

- Aye- E. Montiel, S. Hosek, M. Blatter, A. Murillo and J. Lopez
- Nay- None
- Absent- D. Reiter
- Abstain- None

d. Adopt Ordinance FY19-02 Building and Maintenance Tax (.02% Special Tax) (Adopt) (Action)

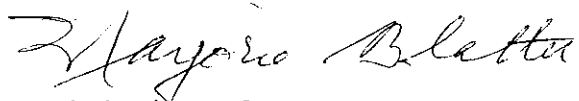
Trustee J. Lopez motioned to adopt Ordinance FY19-02 Building and Maintenance Tax (.02% Special Tax) and Trustee A. Murillo seconded the motion.

Roll call results were:

- Aye- E. Montiel, S. Hosek, M. Blatter, A. Murillo and J. Lopez
- Nay- None
- Absent- D. Reiter
- Abstain- None

Having no further business the meeting was adjourned at 7:59 PM.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Marjorie Blatter". The signature is written in black ink and is positioned above the printed name.

Marjorie Blatter, Secretary