

Stickney-Forest View Public Library District  
General Meeting of the Board of Trustees  
February 28, 2018

ORIGINAL

The meeting was called to order at 7:00 pm by Board President D. Morrison. Present at roll call were Treasurer S. Hosek, Secretary M. Blatter, Trustee A. Murillo, Trustee J. Lopez and Trustee D. Reiter. Trustee E. Montiel was absent from the meeting.

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

Present from the public were E. Bartunek and D. Hosek.

**Secretary's Minutes:**

January 24, 2018 – General Board Meeting Minutes: Accepted with no corrections and filed for audit.

**Comments for the Public:**

Trustee S. Hosek publicly noted that she is very proud of our Library's success and its staff.

**Secretary's Report/Correspondence:**

The Library received an invitation to attend the Broadview Public Library grand opening ceremony on April 2, 2018.

**Financial Report:**

**Treasurer's Report (January):** Accepted as presented

**Profit and Loss Report (January):** Accepted as presented

**Transaction List (January):** Accepted as presented

**Warrants:**

**Payroll:** The Board reviewed payroll from 1/8/18-1/21/18: pay date 1/26/18

Check # 21 Direct Deposits

Federal Tax EFT # Filed by Paylocity

IL Tax EFT # Filed by Paylocity

IMRF: EFT #: 0541801 Ref. #: 53293

Voided Checks – None

**Payroll:** The Board reviewed payroll from 1/22/18-2/4/18: pay date 2/9/18  
Check # 21 Direct Deposits  
Federal Tax EFT # Filed by Paylocity  
IL Tax EFT # Filed by Paylocity  
IMRF: None  
Voided Checks – None

**Payroll:** The Board reviewed payroll from 2/5/18-2/18/18: pay date 2/23/18  
Check # 21 Direct Deposits  
Federal Tax EFT # Filed by Paylocity  
IL Tax EFT # Filed by Paylocity  
IMRF: None  
Voided Checks – None

- Trustee J. Lopez motioned to pay payroll and Trustee D. Reiter seconded the motion.

Roll call results were:

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

**Invoices:** Invoices were reviewed and the invoices presented for payment were:  
Checks # LC 12523-12557, 2 EFTS's, 9 Debit/Credit Card Transactions and 1 Petty Cash  
Total Amount \$34,230.69

- Treasurer S. Hosek motioned to pay the invoices and Trustee A. Murillo seconded the motion.

Roll call results were:

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

**Department Reports:**

Accepted as presented

## **Director's Report-**

The Library has started preparation for Tornado Disaster Readiness.

The Audit will be presented at next month's meeting.

The Worker's Compensation Audit was completed and the Library will receive a credit.

The ADA Construction Grant was submitted.

## **Committee Reports:**

Strategic Planning Committee

A public survey will be developed and sent out to the patrons.

Website Development Committee

Accepted as presented

## **Unfinished Business:**

### **a. Beverage policy. (Action – Adopt)**

President D. Morrison motioned to adopt the Beverage Policy for events and programs and Trustee A. Murillo seconded the motion.

Roll call results were:

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

### **b. Roofing project – motion to retain the services of Korellis Roofing, Inc. (Action - Approve)**

Secretary M. Blatter motioned to approve the roofing project and retain the services of Korellis Roofing, Inc. and President D. Morrison seconded the motion.

Roll call results were:

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

**New Business:**

**c. Approval of Resolution FY18-02 Staff Travel expense (Action- approve roll Call)**

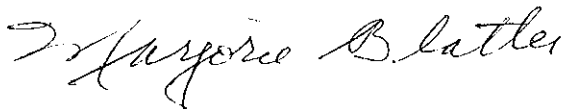
President D. Morrison motioned to approve FY18-02 Staff Travel expense and Trustee D. Reiter seconded the motion.

Roll call results were:

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

Having no further business the meeting was adjourned at 7:45 PM.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Marjorie Blatter".

Marjorie Blatter, Secretary