

**Stickney-Forest View Public Library District
General Meeting of the Board of Trustees
November 14, 2018**

ORIGINAL

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

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

Secretary's Minutes:

October 24, 2018 - Regular Board Meeting Minutes: Accepted with no corrections and filed for audit.

Comments for the Public:

Mr. F. Aguirre addressed the Library Board, commending all efforts and praising the Library for what it has brought to the community. He went further by saying that the Library is a model of excellence in programming and in addressing the needs and interests of all age groups within the community. He wished to thank the Library staff for always being so helpful and friendly. He assured the Library Board that the community does appreciate all of the Library's efforts.

Secretary's Report/Correspondence:

The Library's Outreach Department has partnered with the Morton West High School Transition Center. This program assists special needs individuals with challenges in their transition out of school.

The Ladies Night event will take place Friday, November 16, 2018. Christmas craft making will be featured.

The Stickney-Forest View Lions Club will host their Annual Ham & Egg breakfast on Sunday, November 18, 2018.

The Library received correspondence from The Stickney Township. The grant funds that would be used to offset the costs of programming in Central Stickney were denied.

Financial Report:

Treasurer's report (October): Accepted as presented

Profit and Loss Report (October): Accepted as presented

Transaction List (October): Accepted as presented

Warrants:

Payroll: The Board reviewed payroll from 10/15/18-10/28/18: pay date 11/2/18
Check # 21 Direct Deposits
Federal Tax EFT # Filed by Paylocity
IL Tax EFT # Filed by Paylocity
IMRF: EFT #0541801 Ref. #53319
Voided Checks – None

Payroll: The Board reviewed payroll from 10/29/18-11/11/18: pay date 11/16/18
Check # 21 Direct Deposits
Federal Tax EFT # Filed by Paylocity
IL Tax EFT # Filed by Paylocity
IMRF: None
Voided Checks – None

- Trustee H. Garza motioned to pay payroll and Trustee E. Bartunek seconded the motion.

Roll call results were:

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

Invoices: Invoices were reviewed and the invoices presented for payment were:
Checks # LC 12907-12941, 1 EFTS's, 6 Debit/Credit Card Transactions and 1 Petty Cash
Total Amount \$149,364.14

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

Roll call results were:

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

Department Reports:

Accepted as presented

Director's Report-

Accepted as presented

Committee Reports:

Website Committee is currently conducting user ability testing for the Library's website.

Unfinished Business:

None

New Business:

a. Approval of staff travel expense (Action- Approve Roll Call)

Treasurer S. Hosek motioned to approve the staff travel expense and Secretary M. Blatter seconded the motion.

Roll call results were:

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

b. Approval of Resolution FY19-04 Confirming Trustee Terms (Approve) (Action)

Trustee H. Garza motioned to approve Resolution FY19-04 Confirming Trustee Terms and Trustee E. Bartunek seconded the motion.

Roll call results were:

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

c. Adopt Ordinance FY19-03 Ordinance Levying and Assessing Taxes for The Stickney-Forest View Public Library District for the Fiscal Year beginning July 1, 2018 and ending June 30, 2019. (Approve) (Action)

President E. Montiel motioned to Approve Ordinance FY 19-03 Levying and Assessing Taxes for The Stickney-Forest View Public Library District for the Fiscal Year beginning July 1, 2018 and ending June 30, 2019. Trustee E. Bartunek seconded the motion.

Roll call results were:

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

d. Library Closures 2019 (Adopt)

The Board of Trustee adopted the 2019 Library Closures.

Roll call results were:

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

e. Proposal to revise the Library Circulation Policy (Discussion)

Secretary M. Blatter accepted the proposed changes as noted in the revised Library Circulation Policy on borrowing limits, fines and fees. Treasurer S. Hosek seconded the motion.

Roll call results were:

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

Having no further business the meeting was adjourned at 8:24 PM.

Respectfully Submitted,

Marjorie Blatter, Secretary