

**Stickney-Forest View Public Library District
General Meeting of the Board of Trustees
December 13, 2017**

ORIGINAL

The meeting was called to order at 7:02 pm Board President D. Morrison. Present at roll call were Treasurer S. Hosek, Secretary M. Blatter, Trustee A. Murillo, Trustee E. Montiel and Trustee D. Reiter. Trustee J. Lopez was absent from the meeting.

Present from the Library staff were Director H. Shlah, Assistant Director S. Henry.

Secretary's Minutes:

November 15, 2017 – General Board Meeting Minutes: Accepted with no corrections and filed for audit.

Comments for the Public:

None

Secretary's Report/Correspondence:

The Library received a holiday card from Spear Financial

The Library received a Poinsettia plant from our Legal counsel Roger Ritzman.

On December 12th the Library hosted its annual Christmas party with Santa. It was a huge success with 250 people in attendance and 125 photos with Santa.

D. Taylor, Head of Youth Services sent an e-mail thanking the staff and volunteers for making the Christmas event a success.

The Library received a request for a donation from The Boys Club of Cicero.

H. Shlah & D. Taylor received an invitation to attend the Thomas Edison School Christmas party.

The Library received a rate increase notice from Comcast.

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 11/13/17-11/26/17: pay date 12/1/17

Check # 21 Direct Deposits

Federal Tax EFT # Filed by Paylocity

IL Tax EFT # Filed by Paylocity

IMRF: EFT #0541801 Ref. #80908

Voided Checks – None

- Treasurer S. Hosek motioned to pay payroll and President D. Morrison seconded the motion.

Roll call results were:

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

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

Checks # LC 12422-12468, 3 EFTS's, 7 Debit/Credit Card Transactions and 1 Petty Cash

Total Amount \$191,848.20

- Trustee D. Morrison motioned to pay the invoices and Trustee D. Reiter seconded the motion.

Roll call results were:

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

Department Reports:

Accepted as presented

Director's Report-

Accepted as presented

Committee Reports:

None

New Business:

- a. Adopt Ordinance FY 18-04 Ordinance Adopting Policy Prohibiting Harassment, Discrimination and Retaliation at The Stickney-Forest View Public Library District. (Action – Adopt)**

President D. Morrison motioned to Adopt Ordinance FY 18-04 Policy Prohibiting Harassment, Discrimination and Retaliation at The Stickney-Forest View Public Library District and Trustee A. Murillo seconded the motion.

Roll call results were:

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

- b. Approval of Resolution FY18-03 Policy Prohibiting Harassment, Discrimination and Retaliation (Action)**

President D. Morrison motioned to approve Resolution FY18-03 Policy Prohibiting Harassment, Discrimination and Retaliation and Trustee A. Murrillo seconded the motion.

Roll call results were:

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

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

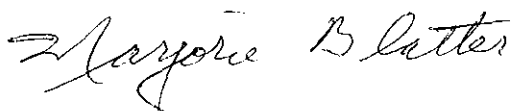
This will be tabled to next month's meeting.

- d. Review Percapita requirements regarding safety and security (Discussion)**

The Trustees reviewed and discussed the Percapita requirements.

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

Respectfully Submitted,



Marjorie Blatter, Secretary