

**Stickney-Forest View Public Library District
Minutes of the General Meeting of the Board of Trustees
October 19, 2016**

ORIGINAL

Budget and Appropriation Public Hearing was held at 6:45pm. There were no objections or petitions filed from the public regarding the Budget and Appropriation Ordinance for FY17-02. The Budget and Appropriation Ordinance was published in the Berwyn Suburban Life on September 28th for public review which is a newspaper of noteworthy local circulation.

The meeting was called to order at 7:00 pm by Board President D. Morrison. Present at roll call were, Secretary M. Blatter, Trustee A. Murillo and Trustee J. Lopez. Treasurer S. Hosek arrived at 7:19 pm. Trustee Montiel was absent from the meeting.

Present from the Library staff were Director H. Shlah and meeting Stenographer J. Chavez Buchanan.

Secretary's Minutes:

September 21, 2016 – Regular Board Meeting Minutes: Accepted with no corrections and filed for audit.

Comments for the Public:

None

Secretary's Report/Correspondence:

The Library received a letter of congratulations on the successful and favorable Bond sale from Library local legal counsel, Rodger Ritzman.

The Library received a letter of congratulations from Library Bond counsel Chapman and Cutler. The Stickney-Forest View Lion's Club will hold their annual candy drive from October 14th to 15th. The Library will facilitate candy sales for this worthwhile cause.

The Budget & Appropriation Ordinance was published in the Suburban Life newspaper on September 28th, 2016.

Confirmation was received that the Notice of the adoption of the Library Building & Maintenance Tax by the Stickney-Forest View Public Library District Board of Trustees was published in the Berwyn Suburban Life newspaper.

Comcast has reviewed Library service and informed the District of a future rate increase.

The Library received a letter from FSCI, The Village of Stickney, and Fire Prevention Chief, Mr. Thomas Heller that Library construction and demolition permits were approved.

Financial Report:

Treasurer's report (September): Accepted as presented

ORIGINAL

Profit and Loss Report (September): Accepted as presented

Transaction List (September): Accepted as presented

Warrants:

Payroll: The Board reviewed payroll from 9/5/16-9/18/16: pay date 9/23/16

Check # 19 Direct Deposits

Federal Tax EFT # Filed by Paylocity

IL Tax EFT # Filed by Paylocity

IMRF: EFT #0541801 Ref. #46024

Voided Checks – None

Payroll: The Board reviewed payroll from 9/19/16-10/2/16: pay date 10/7/16

Check # 19 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 President D. Morrison seconded the motion.

Roll call results were:

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

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

Checks # LC 11792-11841, 4 EFTS's, 8 Debit/Credit Card Transactions and 0 Petty Cash

Total Amount \$90,582.30

- President D. Morrison motioned to pay the invoices and Trustee A. Murillo seconded the motion.

Roll call results were:

- Aye- D. Morrison, M. Blatter, A. Murillo and J. Lopez
- Nay- None

- Absent- E. Montiel and S. Hosek
- Abstain- None

ORIGINAL

Department Reports:

Accepted as presented

Director's Report-

Accepted as presented

Committee Reports:

None

Unfinished Business:

a. Adopt Ordinance FY 17-02 Budget and Appropriation (Action – Adopt)

President D. Morrison motioned to Adopt Ordinance FY 17-02 Budget and Appropriation and Secretary M. Blatter seconded the motion.

Roll call results were:

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

b. Review and discuss candidates for the appointment of Library Board Trustee (Discussion)

Secretary M. Blatter motioned to go into Emergency Executive Close session to discuss personnel matters at 7:24 pm and President D. Morrison seconded the motion.

Reconvened Regular General Board Meeting at 7:32pm.

New Business:

a. Motion to Adopt Ordinance FY17-04 Travel Expense Ordinance (Action – Adopt)

Treasurer S. Hosek motioned to Adopt Ordinance FY17-04 Travel Expense Ordinance and President D. Morrison seconded the motion.

Roll call results were:

- Aye- D. Morrison, S. Hosek, M. Blatter, A. Murillo, and J. Lopez
- Nay- None

- Absent- E. Montiel
- Abstain- None

b. Motion to Adopt FOIA Policy Statement (Action – Adopt)

Secretary M. Blatter motioned to Adopt FOIA Policy Statement and President D. Morrison seconded the motion.

Roll call results were:

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

Motion to Adopt OMA Policy Statement (Action – Adopt)

President D. Morrison motioned to Adopt OMA Policy Statement and Trustee A. Murillo seconded the motion.

Roll call results were:

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

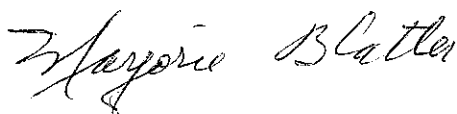
c. Collection Development Policy (Distributed for review and discussion at November's Board Meeting)

d. Director's Evaluation (Discussion and distribution of materials for an evaluation at November's Board Meeting)

e. Percapita Grant (Discussion and distribution of materials)

Having no further business the meeting was adjourned at 8:00 PM.

Respectfully Submitted,



Marjorie Blatter, Secretary