

Stickney-Forest View Public Library District
Board of Trustees
Minutes of the Board Meeting
December 11, 2013

The meeting was called to order at 7:00 pm by Acting Board President Trustee A. Murillo. Present at roll call were Secretary M. Blatter, Treasurer S. Hosek, Trustee C. Dumas and Trustee A. Murillo. Trustee L. Valencia entered the meeting at 7:10 and Trustee J.Lopez entered the meeting at 7:15. Board President D. Adamczyk, was absent from the meeting. Present from the Library staff were Director H. Shlah, Assistant Director J. Blazek and meeting stenographer J. Mueller.

Presentation of the FY13 Audit and Management Discussion and Analysis by Brian LeFevre from Sikich.

Secretary's Minutes:

November 25, 2013 – Regular Board Meeting Minutes: Accepted with no corrections and filed for audit.

Secretary's Report/Correspondence:

Director H. Shlah presented correspondence as follows:

Roger Ritzman sent a poinsettia with warmest wishes from the law firm; Season's Greetings were sent from The Brookfield Public Library, A gift of Harry & David pears was sent from Library Furniture International. Lyons Pinner Electric sent a box of assorted meats; The Collins family (Youth Services) sent best wishes, as did the Stickney Police Department. Danielle, Geralyn and Heather were invited to a Holiday Luncheon at Edison school.

Financial Report:

Treasurer's report: No Discussion.

Revenue & Expense Report: No Discussion.

Transaction List by Vendor: Joe Trustee Lopez asked that we review the Village of Stickney water bills.

Warrants:

Payroll: The Board reviewed payroll from 11/04/13-11/17/13: pay date 11/22/13

Check # 19 Direct Deposits

State Disbursement- None

Federal Tax EFT #270372683034231

IL Tax EFT #0-010-834-1

IMRF: EFT# None

Voided Checks – None

Payroll from 11/18/13-12/01/13: pay date 12/06/13

Check # 20 Direct Deposits & Ck#10207

State Disbursement: None

Federal Tax EFT #270374054140869/762212

IL Tax EFT #1-672-261-888

IMRF- EFT #0541801 Ref #22371

Voided Checks-None

- C. Dumas motioned to pay payroll and S. Hosek seconded the motion.

Roll call results were:

- Aye- M. Blatter, C. Dumas, S. Hosek, A. Murillo, J.Lopez and L. Valencia
- Nay- None
- Absent- D. Adamczyk
- Abstain- None

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

Checks # LC 10195-10204, 10208-10222, 9 EFTs, 6 Debit Card and 4 Petty Cash reimbursements.

Voided Checks- LC10205-LC10206 (Errors)

Total Amount \$29,234.74

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

Roll call results were:

- Aye- M. Blatter, C. Dumas, S. Hosek, A. Murillo, J.Lopez and L. Valencia
- Nay- None
- Absent- D. Adamczyk
- Abstain- None

Department Reports:

Director's Report- The chain link fence project is complete. Security camera is being installed in the employee parking lot. The board was given a spreadsheet documenting the grants that are being worked on.

Committee Reports:

Building and Grounds Committee: The Library is moving towards energy efficient options in regards to lighting and HVAC. The HVAC project is in the bidding phase and all submitted bids are being carefully reviewed. Director H. Shlah is working with both STEP and SEDAC to secure incentive funds.

Unfinished Business:

Expanded Library Hours Report/Community Survey Options: The Library will utilize different formats for surveys to gain input from the public on expanding hours. We would implement the new hours in July at the beginning of the new fiscal year.

New Business

Motion to dedicate \$35,000 for the high efficiency HVAC replacement project

- S. Hosek motioned to dedicate \$35,000 for the high efficiency HVAC replacement project and C. Dumas seconded the motion.

Roll call results were:

- Aye- M. Blatter, C. Dumas, S. Hosek, A. Murillo, J.Lopez and L. Valencia
- Nay- None
- Absent- D. Adamczyk
- Abstain- None

Motion to adopt Resolution FY04 – Authorizing membership in the Libraries Illinois Risk Association

- M. Blatter motioned to adopt Resolution FY04 S. Hosek seconded the motion.

Roll call results were:

- Aye- M. Blatter, C. Dumas, S. Hosek, A. Murillo, J.Lopez and L. Valencia
- Nay- None
- Absent- D. Adamczyk
- Abstain- None

Other Business: None

Having no further business, the meeting was adjourned at 8:38 PM.

Respectfully Submitted,

Marjorie Blatter, Secretary