

Homewood Public Library District Board Meeting
Regular Meeting Minutes
Homewood Library
August 18, 2010

CALL TO ORDER – Mr. Bouchie, president, called the meeting to order at 7:32 p.m. Present at that time were Mr. Barr, Mr. Bouchie, Rev. Dr. Davis-Bridges, Ms. Eagle, Mr. Flor, Ms. Postma, Mr. Weiss and Ms. Rauch, administrative librarian.

CONSENT AGENDA – After corrections to the July minutes were noted and completed, a motion was made and seconded to accept the consent agenda as modified. (Barr/Davis-Bridges)

TREASURER’S REPORT – Mr. Flor, treasurer, presented a general fund statement of library activities year-to-date July 2010.

LIBRARIAN’S REPORT –

Air conditioning system: It has been determined the problems with the air conditioning system are due to a faulty part. A manufacturer’s representative is scheduled to replace the part, which is under warrantee, tomorrow.

Summer reading: The summer reading program was successful all around!

Election calendar changes: The State Board of Elections has made changes to the election calendar. Tuesday, Sept. 21, 2010, is the first day to circulate nomination papers for library district trustee candidates. Monday, December 13, 2010, is the first day for filing; the last day for filing is Monday, December 20. The election will be held Tuesday, April 5, 2011.

Alarm system: The alarm system was struck by lightning and needs to be replaced. It appears the library’s insurance policy will cover this expense.

CORRESPONDENCE –

Patron correspondence included comments about the new location of the Friends of the Homewood Library sale area, the new concession area, Sunday summer hours, requests to add certain items to the collection and a note that the library is the best place in Homewood! The library also received a generous donation in memory of a Homewood resident.

COMMITTEE REPORTS –

Advocacy – No report

Facilities – The library is making good progress on the items noted on the last facility walk-through. Another walk-through will be conducted in the early fall. The landscaping damaged in a fire this summer will be repaired this spring.

Finance – The library’s financial situation is good.

Governmental Affairs – No report

Library Resources – No report

Policy – No report

Personnel Policies – The committee will schedule a meeting to continue working through the personnel policy manual in September.

Audit – The library board meeting minutes are scheduled to be audited.

Nominating committee: No report

NEW BUSINESS

Tuck pointing: The persistent, intermittent leak on the west side of the library is not due to the roof or flashing, according to the library’s roofing company, which recommends removing and replacing the mortar in the problem area and applying new sealant. A second company has reviewed the area in question and concurs with this approach. By a consensus agreement, the board approved moving ahead with the repair.

Magazine shelving: Ms. Rauch showed the board a sample of the magazine rack selected by library staff. A motion was made and seconded to purchase the racks for no more than \$15,000. (Postma/Weiss)

Unclaimed property report: Mr. Bouchie signed the required statement regarding unclaimed property. The library has no unclaimed property to report.

Levy hearing: The public notice for the upcoming levy hearing has been updated. The hearing will be held immediately prior to the next board meeting at 7:15, Wednesday, September 15.

Donor tree: As a custom-designed donor tree will not fit into the budget at this time, Ms. Rauch is looking into non-custom pieces.

Administrator evaluation: The personnel policy committee will determine the process by which future administrator evaluations will be conducted.

Standards for Illinois libraries: As part of the library's per capita grant, the board needs a process by which to review standards. Ms. Rauch will email the latest *Standards for Illinois Libraries* to board members and make the document available at the library for their review.

OLD BUSINESS

None

MEETINGS

ILA: The Illinois Library Association (ILA) Annual Conference will be held September 29–30 at Navy Pier in Chicago. Board members are encouraged to attend.

ADJOURNMENT – A motion was made and seconded to adjourn at 9:15 (Postma/Flor)

Accepted _____

Amy Eagle
Secretary