

Homewood Public Library District Board Meeting
Regular Meeting Minutes
Homewood Library
January 20, 2010

CALL TO ORDER – Mr. Barr, President, called the meeting to order at 7:30 p.m. Present at that time were Mr. Barr, Mr. Bouchie, Ms. Eagle, Mr. Flor, Ms. Postma, Rev. Dr. Davis-Bridges, and Ms. Rauch, administrative librarian. Mr. Weiss arrived at 7:35.

CONSENT AGENDA –A motion was made and seconded to accept the consent agenda as presented. (Bouchie/Postma)

TREASURER’S REPORT – The library is operating at budget. A preliminary draft of the audit is complete, with a final report expected by the end of the week. The finance committee will meet to discuss the final audit report.

LIBRARIAN’S REPORT –

Staff recognition: Mrs. Rauch has been distributing the gift cards and thank you letters from the board to recognize staff members’ efforts during this year of remodeling.

Digital signatures: The collection of digital signatures for patron records is going well.

Fix list: Final walk-thru of the remodeling project is underway.

Chair upholstery: Library chairs were reupholstered for approximately one third the cost of purchasing new chairs. And they look great!

Incident report: The board discussed an incident report of a young child knocking a basket over the second-floor railing.

SWAN library losing MLS status: Calumet City Public Library’s membership in the Metropolitan Library System will be suspended if the Calumet City Library Board of Trustees does not appoint a qualified library director prior to February 1, 2010.

MLS financial status: The Metropolitan Library System, which is completely funded by the state, has not yet received \$2 million in funds promised July 1, 2009.

Staff retirement: A library staff member has officially retired.

Job fair series: A professional firm has scheduled seven upcoming job fairs in our area. The closest to Homewood will be held in Flossmoor.

Friends update: The Friends of the Homewood Library have been conducting Saturday sales in January, earning approximately \$500 each week. Go FOHL!

CORRESPONDENCE –

Thank you notes: Several patrons expressed their appreciation to library staff members for their help.

Magazine racks: A couple patrons suggested the library return to the previous method of shelving magazines.

New book shelving configuration: A patron commented for the second month that she finds it difficult to reach books on the lower shelves of the current shelving configuration. The shelving configuration is changing as the library renovation continues.

Tables: A patron commented the new table configuration on the main floor seems sterile. The table configuration is changing as the library renovation continues.

COMMITTEE REPORTS –

Advocacy – Mr. Barr and Mrs. Eagle attended an event at Flossmoor Station at which Illinois Attorney General Lisa Madigan, senator Toi Hutchinson and a number of other local politicians were meeting constituents. Mr. Barr and Mrs. Eagle pressed upon them the importance of libraries and library funding, and asked about changes to the Freedom of Information Act.

Facilities – The facilities committee will conduct a final walk-thru of the remodeling project once the staff walk-thru is complete and all items on the fix list are (presumably) fixed. The air conditioning/heater repairs are being steadily worked through.

Finance – The finance committee scheduled a meeting for February 1 to review the audit. The committee also plans to discuss fund balance transfers and review investment funds and early retirement incentives related to the Illinois Municipal Retirement Fund.

Governmental Affairs – No report

Library Resources – No report

Policy – The board completed the first reading, with changes, of the policies for Freedom of Information Act requests; guest, teacher and business library cards; collection agency referrals; and fees for replacing lost parts of library items.

Personnel Policies – The personnel committee scheduled a meeting for February 10.

Audit – No report

NEW BUSINESS

MLS annual certification: The library's annual certification for the Metropolitan Library System has been completed and signed.

Staff recognition night: Staff recognition night is scheduled for January 31.

OLD BUSINESS

Conference attendance: George Bouchie will represent the board in attending the Public Library Association conference March 23-27.

IMET workshop: The Illinois Metropolitan Investment Fund is holding a participants' meeting January 27.

MLS workshop: The Metropolitan Library Association is holding a trustee/director workshop February 6.

MLS legislator breakfast: The Metropolitan Library System is holding a breakfast with area legislators February 15.

ADJOURNMENT – A motion was made and seconded to adjourn. (Postma/Barr) Mr. Barr adjourned the meeting at 9:00.

Accepted _____

Amy Eagle
Secretary