Homewood Public Library District Board Meeting Regular Meeting Minutes Homewood Library June 16, 2010

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

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

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

LIBRARIAN'S REPORT -

Plan of service update: A meeting regarding new job descriptions is scheduled to library staff this Friday (June 18, 2010).

Interior design update: Library administrators and staff are continuing to meet with the interior designer to discuss the library environment.

System update: In the absence of an intergovernmental agreement through the Metropolitan Library System (MLS), the library may enter into separate agreements with other libraries.

Donor tree: A meeting with the donor tree designer is scheduled for the end of the month.

Summer reading club sign-up: Summer reading sign-up was a tremendous success, with over 100 adults and hundreds of children registering for summer reading programs.

School project: The community also made generous donations to the library's book drive for Homewood School District 153.

Washington Park TIF: Wetland/lake expansion in the Prairie Lakes Business Center Natural Area is expected to cost \$400,000.

Summer employee incentive: The board agreed that while summer employee incentive and morale efforts are acceptable, gift cards are not appropriate for this purpose.

CORRESPONDENCE -

Patron correspondence included positive remarks about the library's ongoing redesign, a request for reader technology for the blind, and comments about the magazine racks and recent book sale.

The board will examine the availability and costs of adaptive software and hardware for visually-impaired patrons.

COMMITTEE REPORTS -

Advocacy – No report

Facilities – The library is making progress on the list of items from the facilities committee's recent walk-through of the building and site. The brick on the west wall has been sealed and the window caulked in an effort to eliminate leakage. Water damage appears to be caused by weeping brick rather than a leaking roof.

Finance – The board reviewed the minutes of the finance committee's meeting of May 24, 2010.

The board discussed the committee's findings that the library could gain greater yields by transferring the bulk of the \$1.8 million invested in Illinois Funds—which is currently earning a whopping 0.14 percent—into a cash management account at Great Lakes Bank. (Some money must remain in the Illinois Funds account to keep the account active.) In addition to a higher return, the cash management account has the added bonus of sweeping directly into the library's Great Lakes Bank checking account as needed.

A motion was made and seconded to transfer not more than \$1.4 million from the library's Illinois Funds account to the library's cash management account at Great Lakes Bank. (Barr/Bouchie)

Governmental Affairs – No report

Library Resources – No report

Policy – No report

Personnel Policies – The board conducted a second reading of changes to the personnel policy manual. The committee agree to consider a separate section regarding workman's compensation rules—specifically whether vacation and holidays accrue during this type of leave—at a later date.

A motion was made and seconded to approve the changes suggested by the personnel policy committee. (Davis-Bridges/Bouchie)

Audit – No report

Nominating committee: No report

NEW BUSINESS

Pay scale adjustment: The minimum wage is rising to \$8.25 in July. A motion was made and seconded to approve the pay scale adjustment as presented. (Flor/Weiss)

Working budget 2010-2011: The library has enough funds to cover the bond expenditure and enough working capital for the coming year even without the annual per capita grant from the State of Illinois.

A motion was made and seconded to approve the working budget as presented. (Bouchie/Flor)

Hearing date: The board reached a consensus to set a hearing date for the Budget and Appropriations Ordinance for July 21, 2010, at 7:15. This will immediately precede the next library board meeting.

CPR training: The board expressed support of on-site CPR training for library staff.

Non-resident cards: A motion was made and seconded to approve the annual ordinance authorizing public library non-resident cards. (Flor/Weiss)

OLD BUSINESS

None	
ADJOURNMENT – A motion was r Bridges) Mr. Barr adjourned the me	made and seconded to adjourn. (Weiss/Daviseting at 9:35.
Accepted	
1	Amy Eagle
	Secretary