Homewood Public Library District Board Meeting Budget and Appropriations Hearing Homewood Library July 20, 2011

CALL TO ORDER – Ms. Eagle, vice-president, called the Budget and Appropriations Hearing to order at 7:15 p.m. Present at that time were Mr. Barr, Ms. Eagle, Mr. Flor, Ms. Korajczyck, Mr. Weiss, and Ms. Rauch, administrative librarian. Ms. Davis Bridges joined the meeting at 7:20. Mr. Bouchie was absent.

PUBLIC COMMENT – Ms. Eagle opened the meeting for public comments on the proposed budget and appropriations for the Homewood Public Library District for the fiscal year beginning July 1, 2011 and ending June 30, 2011. There were no public comments.

ADJOURNMENT – Ms. Eagle adjourned the Budget and Appropriations Hearing at 7:30 p.m.

Accepted		
·	 Murray Barr, Secretary	

Homewood Public Library District Board Meeting Regular Meeting Minutes Homewood Library

CALL TO ORDER – Ms. Eagle, vice-president, called the meeting to order at 7:30 p.m. Present at that time were Mr. Barr, Ms. Davis-Bridges, Ms. Eagle, Mr. Flor, Ms. Korajczyck, Mr. Weiss and Ms. Rauch, administrative librarian. Mr. Bouchie was absent.

CONSENT AGENDA – Ms. Korajczyck moved to approve the consent agenda as presented. Ms. Davis-Bridges seconded the motion. The Board passed the motion by voice vote – 6 ayes, 0 nays, 1 absent.

LIBRARIAN'S REPORT -

Recently Returned Shelf – Ms. Rauch reported that the recently returned shelf has been a success.

Intergovernmental Environmental Committee Meeting – Ms. Rauch enclosed minutes from the June 13, 2011 Intergovernmental Environmental Committee meeting and indicated that the Library would be participating I its activities.

Summer Reading Club – The summer reading club has been really popular and well attended.

Three Year Statistical Comparison – the Board was presented an analysis of a three year statistical person of services provided by the library. The analysis showed that adult videos are declining, adult DVDs are increasing, Blu-ray is increasing, print format is increasing, adult audio format is increasing, and youth visual format shows consistency. The three year statistical analysis will help the library determine where to put its money. Mr. Flor commented on the Overdrive database, a new database for 2010/2011.

Incident reports – Several incident reports were discussed by the Board. The Board expressed its intent to continue to monitor patrons with multiple incident reports.

PATRON COMMENT/CORRESPONDENCE/SUGGESTION BOX/EMAIL COMMENTS:

Patron comments were generally favorable. Comments were made concerning the placement of DVD's in the library, specifically the DVD TV collection. Another commented on charging for computer usage in the library.

COMMITTEE REPORTS:

Advocacy – No report.

Facilities – No report. Scheduling a meeting for August was discussed.

Finance – A detailed report was submitted by Mr. Flor showing a combined funds statement of activities for June 2011. Mr. Flor reported that property tax revenue was lower by \$100,000 and expenses were up by approximately 1.5%. The library still enjoys a surplus for the year and will have no problems paying its loan. Overall, it was a nice year, the staff controlled the expenses, and the library is in a "good position". The library is staying within the tax levy.

With respect to our investments, Mr. Flor indicated that the Board might consider overnight funds to achieve higher returns, but cautioned that higher returns also meant higher risks. Mr. Flor indicated that the portfolio risks are not substantial enough to warrant moving funds, at this time, but the Board should continue to monitor its portfolio.

Ms. Rauch informed the Board that the HF Credit Union was recently sold to the Great Lakes Credit Union and that she had received information concerning new rates for certificates of

deposit. Mr. Weiss indicated that the HF Credit Union has a history of consistency and has demonstrated that it is in it for the long haul. The Board intends to continue to monitor certificate of deposit rates in determining its best investment strategy.

Governmental Affairs –Mr. Barr informed the Board that the village of Homewood is considering two new TIF proposals. The first proposal, the CBD East TIF district, would include the property east of the current CBD TIF District to the Dairy Queen (Gladville Ave.) along Ridge Road. The second proposal, the 175th Street TIF District, would include the property along 175th Street east of Homewood Disposal to KFC on the SE corner of Halsted and 175th St. Mr. Barr expressed concern that because the proposed TIF Districts are contiguous to existing TIF Districts, the Village may transfer funds from the existing TIF Districts to the proposed TIF Districts. He also expressed his belief that properties that have already been within a TIF District or enjoy special tax breaks should not be included within any proposed TIF District. Mr. Weiss indicated that we should explore meetings with other affected governmental entities. Ms. Rauch indicated that discussions should take place at the Board level among the affected governmental entities. The Village has not proceeded on its proposals and the Board will continue to monitor this issue.

Library Resources – The Committee will review collection development policy and will schedule meeting.

Policy - No report.

Personnel – No report.

Audit - No report.

Nominating committee - No report.

NEW BUSINESS

Committee changes – New committee assignments were provided to the Board and the Board accepted the assignments.

- Officers Ordinance After a brief discussion, Mr. Weiss moved to approve Ordinance No. 132 as presented. Ordinance No. 132 announces the results of the annual election of Board Officers and their terms. Ms. Davis-Bridges seconded the motion. The Board approved Ordinance No. 132 by roll call vote 6 ayes, 0 nays, 1 absent.
- Maintenance Ordinance After a brief discussion, Ms. Korajczyck moved to approve Ordinance No. 133 as presented. Ordinance No. 133 authorizes the levy of an additional tax for the maintenance, repairs, and alteration of the library building and equipment. Mr. Weiss seconded the motion. The Board approved Ordinance No. 133 by roll call vote 6 ayes, 0 nays, 1 absent.
- Budget and Appropriation Ordinance After a brief discussion, Ms. Korajczyck moved to approve Ordinance No. 134 as presented. Ordinance No. 134 provides for budget and appropriations of the Homewood Public Library District for the fiscal year beginning July 1, 2011 and ending June 30, 2011. Ms. Davis-Bridges seconded the motion. The Board approved Ordinance No. 134 by roll call vote 6 ayes, 0 nays, 1 absent.
- 2011-12 Meeting Date Ordinance After a brief discussion, Ms. Korajczyck moved to approve
 Ordinance No. 135 as presented. Ordinance No. 135 sets the regular meetings of the Homewood
 Public Library District fiscal year beginning July 1, 2011 and ending June 30, 2011. Ms. Eagle
 seconded the motion. The Board approved Ordinance No. 135 roll call vote 6 ayes, 0 nays, 1
 absent.
- Prevailing Wage Rate Ordinance After a brief discussion, Ms. Korajczyck moved to approve
 Ordinance No. 136 as presented. Ordinance No. 136 ascertains the prevailing rate of wages for

laborers, workmen and mechanics employed on public works by the Homewood Public Library District. Mr. Weiss seconded the motion. The Board approved Ordinance No. 136 by roll call vote – 6 ayes, 0 nays, 1 absent.

- Reciprocal borrowing services agreement After a brief discussion, Ms. Eagle, vice-president, signed the agreement on behalf of the Board.
- Final TIF payout The final TIF payout is being delayed by the Village because the Village fears that it might be held responsible for any refunds due to property tax appeals being granted by the Property Tax Appeal Board. The Board will continue to monitor this issue.
- Landscaping improvements The Board discussed the proposal submitted by Charles Fischer for landscaping work along the Dixie Highway parkway. Mr. Flor moved to approve the proposal for landscaping work. Mr. Weiss seconded the motion. The Board passed the motion by roll call vote – 6 ayes, 0 nays, 1 absent.
- Opening hours change Ms. Rauch stated that she is considering moving the opening hour for the library to 9:00 AM. She indicated that the budget impact would be small, but it would require a change in the work pattern of staff. She also believes that there are a sufficient number of computer ports available and that some work could be done the prior evening to prepare for the next day's opening. The consensus of the Board was to proceed.

OLD BUSINESS

- Pin audit no new developments.
- Neighboring property for sale no new developments.

ADJOURNMENT – Ms. Eagle adjourned the meeting at 8:55 p.m.

MEETINGS

- ALA Ms. Rauch and Mr. Bouchie both attended the annual ALA convention which was held in New Orleans, Louisiana. Ms. Rauch reported that the convention was extremely informative and beneficial to the library.
- ILA Ms. Rauch reminded the Board that the annual ILA convention will be held this October in Rosemont, Illinois. She asked that the Board members check their schedules and try to attend events at the ILA convention.
- IRA Mr. Weiss indicated that the International Reading Association will be holding their convention in Chicago and they have asked Mr. Weiss to be a reader. Mr. Weiss will distribute more information to Board members concerning this event.

Accepted	 Murray Barr, Secretary	