

**Homewood Public Library District Board Meeting
Regular Meeting Minutes
Homewood Library
7:00 p.m. –November 14, 2012**

CALL TO ORDER

Ms. Eagle, President, called the meeting to order at 7:00 p.m. Present for all or part of the meeting were Library Board members Mr. Bouchie, Mr. Weiss, Ms. Korajczyk, Ms. Eagle, Mr. Flor, Mr. Barr, Ms. Davis-Bridges and Administrative Librarian Cindy Rauch. Recorder of minutes was Sandy Sullivan.

CONSENT AGENDA

Board members perused the consent agenda. Minutes from the October meeting were also reviewed. Mr. Bouchie moved, seconded by Mr. Barr, to approve the consent agenda and approve the October minutes with five corrections. Ayes – 7, Nays – 0. Motion carried.

LIBRARIAN'S REPORT

Ms. Rauch reported that an upgrade on our wireless network was done through Comcast. St. Joseph school is now off our connection. The staff evaluations of the September 21st library in-service were shared with the board members. The item rated the highest rated was the food. The rest of the in-service also received high ratings. Ms. Rauch handed out Illinois Library Laws and Rules to the board. Ms. Rauch shared the sudden unfortunate passing of one the library's very regular patrons, Clark Chisek. He was a prolific reader and contributor to book discussions and sometimes visited the library several times a day. The library has received many memorials from family and staff. We have \$1100 to do something with. Ms. Rauch will also do an anecdotal story about Mr. Chisek in the next newsletter. The Homewood Library received a Beautification Award from the Village again. Orland Park Library is leaving SWAN. Ms. Rauch doesn't feel it will hurt SWAN but their patrons may be hurt. We've been working with EQUIFAX who gave us a bad credit rating which was very inaccurate. They have us tied in with Cook County. This came to light as the result of an Amazon card application. Ms. Rauch reported that we got per capita money. In personnel news, Ginny Landowski, the bookkeeper, has indicated her intent to retire, effective February 1, 2013. Ms. Rauch said she feels this job will not need a full-time replacement, only part-time. Ms. Landowski may retire then work part time. This would be a savings to the library to do this. In Youth Department news, Ms. Rauch reported that Youth Department is starting to circulate backpacks which contain mini lessons, toys, and books. The Friends of the Library received an interesting donation consisting of a broad collection of erotic photography books and graphic novels. They are in pristine condition. Ms. Rauch feels they will sell well online. Some of the less offensive material may go into the display case. Lastly, there was discussion about what the Library Highlights newsletter should say about Cindy's retirement. Ms. Eagle volunteered to write an article, probably about a third of a page with a photo.

PATRON'S COMMENTS/CORRESPONDENCE/SUGGESTION BOX/EMAIL COMMENTS:

The patron comments were pretty uniformly flattering but the issue of study room usage came up again. This will need to be addressed in the space policy.

COMMITTEE REPORTS

Advocacy – No report.

Facilities – Mr. Barr said a walkabout needs to be scheduled. He will contact Deb Dennison.

Finance - Mr. Flor said we should take a second look at the operations budget. IMRF has increased our contribution to 13% which has added approximately \$50,000 to the budget for the year. We must increase it by this amount. With this adjustment our surplus would drop to \$269,000 which is about what we have had the past couple of years.

Ms. Korajczyk moved, seconded by Mr. Weiss, to approve an adjusted Nov 2012 budget to incorporate additional IMRF funds. Roll call vote: Mr. Barr – aye, Mr. Bouchie – aye, Ms. Davis-Bridges – aye, Mr. Flor – aye, Ms. Korajczyk – aye, Mr. Weiss – aye, Ms. Eagle – aye. 7 ayes, 0 nays. Motion carried.

A transfer of \$1.2 million was made to Great Lakes Bank in the operating account. We won't see any more money from Cook County until next April or May. We did get \$20,000 per capita money in October. We received \$10,000 less from East Hazel Crest. We are over \$10,000 so far in revenue. There are no major variances in operational budget. Mr. Flor must go to the credit union for the signature card.

Governmental Affairs - Ms. Korajczyk said with the new election over, we should contact our new representatives. There is an issue with the last day for filing library board petitions, which falls on a library holiday, Dec 24th. Ms. Rauch felt that the library should be open part of the day and we must post a notice to this effect by November 24, per the attorneys. The entire library does not need to be open. The hours of 2:00 pm – 5:00 pm would be reasonable hours.

Library Resources – No report.

Policy - Mr. Bouchie reported that he and the committee are continuing to meet monthly to work out policy. He will make recommendations to the board when most is completed. Progress is being made.

Personnel - No report.

Audit – No report.

Nominating committee – No report.

NEW BUSINESS

A Levy ordinance hearing was held at 6:45 pm on November 14, 2012. There were no objections presented at the hearing. Mr. Barr moved, seconded by Mr. Weiss, to adopt ordinance No 141, levy for the fiscal year July 1, 2012 and ending June 30, 2013. Roll call vote: Mr. Barr – aye, Mr. Bouchie – aye, Ms. Davis-Bridges – aye, Mr. Flor – aye, Ms. Korajczyk – aye, Mr. Weiss – aye, Ms. Eagle – aye. 7 ayes, 0 nays. Motion carried.

A hearing for an amended budget was held at 6:50 p.m. on November 14, 2012. There were no objections. Mr. Bouchie moved, seconded by Mr. Weiss to adopt ordinance No. 142 and amend ordinance 140, beginning July 1, 2012 and ending June 30, 2013. Roll call vote: Mr. Barr – aye, Mr. Bouchie – aye, Ms. Davis-Bridges – aye, Mr. Flor – aye, Ms. Korajczyk – aye, Mr. Weiss – aye, Ms. Eagle – aye. 7 ayes, 0 nays. Motion carried.

Ms. Eagle moved, seconded by Ms. Korajczyk, to move to closed executive session for the purpose of discussion employment of an interim library director. Roll call vote: Mr. Barr – aye, Mr. Bouchie – aye, Ms. Davis-Bridges – aye, Mr. Flor – aye, Ms. Korajczyk – aye, Mr. Weiss – aye, Ms. Eagle – aye. 7 ayes, 0 nays. Motion carried.

The board reassembled after closed executive session. Mr. Bouchie moved, seconded by Mr. Weiss, to hire an Dee Delaney as interim administrative librarian beginning Dec 30th and continuing until first day of employment of a newly hired administrative librarian. Ayes – 7, Nays – 0. Motion carried.

Ms. Rauch indicated that there are a couple of upcoming meetings that need to be publicly posted: December 1 at 10:00 am and December 18 at 7:00 pm. December 19th is a regular board meeting.

Ms. Rauch suggested that there not be a holiday/staff party this year. This makes sense this year as Cindy is leaving and new person may not be in place by holiday time. Ms. Rauch suggested giving a gift card to staff equivalent to the cost of the holiday staff party. Staff are invited to the Friends library party.

Mr. Flor moved, seconded by Ms. Davis-Bridges, to authorize gift cards for \$40 for each staff member in lieu of a holiday party. Roll call vote: Mr. Barr – aye, Mr. Bouchie – aye, Ms. Davis-Bridges – aye, Mr. Flor – aye, Ms. Korajczyk – aye, Mr. Weiss – aye, Ms. Eagle – aye. 7 ayes, 0 nays. Motion carried.

OLD BUSINESS – None

ADJOURNMENT

Ms Eagle, President, adjourned the meeting at 8:45 p.m.

Accepted _____

Murray Barr
Secretary