

**MEETING MINUTES**  
**HOMEWOOD PUBLIC LIBRARY DISTRICT**  
**BOARD OF TRUSTEES**  
**Regular Board Meeting, August 16th, 2023**  
**7:00 p.m.**

**Call to order**

The meeting was called to order at 7 pm by President River. Present: Trustees Cutshall, Gildart, Greep, Nowak, Popelka and River. Director Waltman was also present. Absent: Trustee Ward.

**Introduction of Guests**

There were no guests.

**Public Comments**

There was no public comment.

**Comment Sheets**

The comment sheets were shared. Compliments to staff members Nathan and Kat were mentioned as well as pleasure expressed about the book sale and interest in non-Homewood residents having access to the Makery.

**CONSENT AGENDA (Action with Roll Call Vote)**

Approval of the Minutes

- Approval of the minutes of the Regular Board Meeting, July 19, 2023
- Approval of the minutes of the Special Community Survey Board Meeting, July 19, 2023
- Acceptance of the Financial Reports of July, 2023
- Approval of the General Fund Check Registers and ACH payments dated 7/13/2023, 7/20/2023, and 8/2/2023
- Acceptance of the Bills Payable Report as outlined in the Financial report
- Payroll, IMRF and FICA payments July 2023
- Balance sheet as of July 2023
- FY 2022-2023 YTD Actual vs. Budget

Acceptance of the 2023 Statistical Reports

Trustee River motioned and trustee Cutshall seconded approval of the Consent Agenda as presented. Ayes: Cutshall, Gildart, Greep, Nowak, Popelka and River. Nays: None. Motion carried.

## Old Business

- Landscaping/Grounds Maintenance (action)

There was no specific action on this topic. The new company has done some good things and we hope to get a detailed proposal as to what to expect from them moving forward soon. Additionally, Director Waltman let the Board know that Brian Bell, part-time maintenance staff member will begin working 5 hours 3 days/week (instead of 4 hours 3 days/week) and will take on walking around the property outside regularly and doing a general clean up.

- Carpeting Project update

Director Waltman let the Board know that all parties have met and will meet once more to finalize details as much as possible. All staff have been made aware of what to expect and the project is slated to start August 28<sup>th</sup> and finish no later than September 22<sup>nd</sup>. Publicity and signage has also been drafted.

## New Business

- Ordinance 2023-06 DRAFT Ordinance Providing For Budget and Appropriations of Homewood Public Library District, Cook County, Illinois for the Fiscal Year Beginning July 1, 2023 and ending June 30, 2024 (action)

No action was taken. No suggestions for changes to the DRAFT Ordinance were suggested. Director Waltman will make the Ordinance available and publish the upcoming hearing as required by statute. The Board agreed to have the public hearing for the B & A Ordinance at 6:45 pm, September 20<sup>th</sup>, just prior to the next regular Board meeting. Director Waltman will get this information posted and published.

- Makery offerings to non-residents (action)

There was discussion of possibly making Makery resources available to non-Homewood residents, in part, based on information obtained from the recent exit interview of a Makery staff member. A fee based card was discussed. There was general receptivity to this option. Director Waltman will work with Makery staff and Managers and draw up a proposal for Board consideration.

## Director's Report

- Carpeting continued
- IPLAR complete
- Audit in progress
- SAM renewal
- Budget and Levy drafts complete

- All staff meeting
- Landscaping/Grounds continued
- Positions available
- Notary Service Forthcoming
- Summer Reading Finale

Additional information mentioned: Buffalo Wild Wings donated eight \$10 gift certificates to the library and a drawing will be conducted for the winners, YS has interviews set up for their open position, the Makery position opening has been advertised and as applications are received interviews will be set up, Director Waltman will be attending the Homewood Beautification Awards representing the library.

### **Board Committee Reports**

- Facility
- Finance
- Personnel
- Policy

### **Other Discussion**

Just a mention to have security do grounds checks if/when Brian Bell, maintenance, is not working.

### **Public Comment**

None.

### **Adjournment**

Trustee River motioned to adjourn at 7:25 p.m. and Trustee Popelka seconded. All present voted aye. Meeting adjourned.