

GREEN HILLS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
September 18, 2023
Regular Meeting

The Green Hills Public Library District Board of Trustees met at the Library on September 18, 2023.

CALL TO ORDER AND ROLL CALL OF PUBLIC HEARING

A quorum being present, President Angelos called the public hearing to order at 6:00 p.m. Present were N. Angelos, C. Barry, I. Chafee, K. Groark, and T. Hanes.

A. Mohammad and S. Stratakos were absent from the hearing.

Also present were Jane Jenkins, Library Director; Sara Horn, Deputy Director; and Roberta Richter, Head of Business Services.

ACKNOWLEDGEMENT OF VISITORS AND PUBLIC COMMENT

No visitors or public comment for the Budget & Appropriations Public Hearing.

CALL TO ORDER AND ROLL CALL

President Angelos called the meeting to order at 6:06 p.m. Present were, N. Angelos, C. Barry, I. Chafee, K. Groark, and T. Hanes.

Also present from staff were Jane Jenkins, Library Director; Sara Horn, Deputy Director, and Roberta Richter, Head of Business Services.

A. Mohammad arrived at 6:19 p.m.

S. Stratakos arrived at 6:24 p.m.

Angelos moved, and Chafee seconded to appoint Groark as Treasurer. Upon a voice vote, all Trustees present voted "aye." Motion carried.

ACKNOWLEDGEMENT OF VISITORS AND PUBLIC COMMENT

None

APPROVAL OF MINUTES

Hanes moved, and Chafee seconded, that the Board of Trustees approve the minutes of the Regular Board Meeting on August 21, 2023. Upon a voice vote, all Trustees present voted "aye." Motion carried.

OPERATING FUND TREASURER'S REPORT AND WARRANT

Groark moved, and Chafee seconded that the Operating Fund Treasurer's Report for the month ending August 2023 be received and filed for audit, and that Operating Fund Warrant #3 for the month of September 2023 in the amount of \$194,297.88 be approved and authorized for disbursement. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

PRESIDENT'S REPORT

Angelos requested that the Trustees set a date for former Trustee Stephen Culen's appreciation dinner. The Trustees agreed to Sunday, October 15, 2023. The dinner will be held at Jen's Guesthouse in Willow Springs.

Angelos mentioned that Sonata Kazimieraitiene is continuing to work on a plan for the mural in the Screen Porch Room.

PUBLIC COMMENT

None

DIRECTOR'S REPORT

Director Jenkins informed the Trustees that the Library's current auditor has semi-retired, selling off the audit portion of the company. Head of Business Services, Roberta Richter, has been working with an auditor who has worked with the Library before from George Roach and Associates and the audit will be presented at the Regular meeting in October.

Director Jenkins mentioned that the company HDS was out to paint the lobby, front stairwell, portions of the Core Resource Room and Business Offices. She is pleased with their work.

Director Jenkins noted that Christy Webber took out the summer rotation flowers and planted perennials. They also put new plants in the Green Roof.

Director Jenkins reminded the Trustees that the Decennial committee will meet on October 16, to discuss the study.

Hanes inquired as to when legislators would be visiting the Library. Jenkins noted that they will be at the Library on October 3, 2023, at 6 p.m. She will be asking representatives if they would like to have a photo included in our IREAD posters.

Groark shared her appreciation for the photos that supported the masonry report from Head of IT/Facilities, Jason Young. She felt the photos provided good documentation and she was also pleased with the bid. Groark is also looking forward to next year's strategic plan survey. Jenkins shared that the Library will be using the services of Amanda Standerfer, founder, and lead consultant of Fast Forward Libraries on the strategic plan.

CLOSED SESSION:

Angelos moved, and Groark seconded to go into Closed Session at 6:17 p.m. pursuant to the Open Meetings Act, 5 ILCS 120/2(c)(21): Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Upon a roll call vote, all Trustees present voted "aye."

RESUME REGULAR MEETING

Angelos moved and Stratakos seconded to resume the Regular Meeting at 6:29 p.m. Angelos called the meeting to order, and roll was called. Present were N. Angelos, C. Barry, I. Chafee, K. Groark, T. Hanes, A. Mohammad, and S. Stratakos.

NEW BUSINESS:

ACTION ITEMS:

23-09-30 Hanes moved, and Groark seconded to approve the 2023/2024 Budget & Appropriations Ordinance #1224, in the amount of \$10,036,678, approving the annual legal spending limit for the Library District. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

23-09-31 Angelos moved, and Stratakos seconded to approve Resolution #1125 authorizing the Secretary of the Board of Library Trustees to make certain Closed Session minutes available for public inspection. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

23-09-32 Groark moved, and Barry seconded to approve Goldy Locks Inc to Install Remainder of Keypads for Internal Doors in the Amount of \$35,199. This Item is Included in the Budget. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

23-09-33 Chafee moved, and Stratakos seconded to rescind Action Item 23-07-25: Authorize Early Closure of the Library at 2pm on Saturday, October 7, 2023. Upon a voice vote, all Trustees present voted "aye." Motion carried.

23-09-34 Barry moved, and Hanes seconded to amend General Policy Manual: Lending of Materials Policy. Upon a voice vote, all Trustees present voted "aye." Motion carried.

23-09-35 Stratakos moved, and Groark seconded to amend General Policy Manual: Circulation Structure and Fees. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

ADJOURNMENT

There being no further business before the Board, Angelos adjourned the Regular Meeting at 6:35 p.m.

Prepared and submitted by,



Roberta Richter, Recording Secretary