

GREEN HILLS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
March 18, 2024
Regular Meeting

OFFICIAL
COPY

The Green Hills Public Library District Board of Trustees met at the Library on March 18, 2024.

CALL TO ORDER AND ROLL CALL

President Angelos called the meeting to order at 6:00 p.m. Present were, N. Angelos, C. Barry, I. Chafee, K. Groark, T. Hanes, and S. Stratakos.

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

A. Mohammad was absent.

ACKNOWLEDGEMENT OF VISITORS AND PUBLIC COMMENT

None.

APPROVAL OF MINUTES

Hanes moved, and Barry seconded, that the Board of Trustees approve the minutes of the Regular Board Meeting on February 19, 2024. Upon a voice vote, all Trustees present voted "aye." Motion carried.

OPERATING FUND TREASURER'S REPORT AND WARRANT

Stratakos moved, and Chafee seconded that the Operating Fund Treasurer's Report for the month ending February 2024 be received and filed for audit, and that Operating Fund Warrant #9 for the month of March 2024 in the amount of \$260,768.55 be approved and authorized for disbursement. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

PRESIDENT'S REPORT

Angelos extended the Board's condolences to Director Jenkins for her family loss. Jenkins will be out of the Library beginning March 19 and returning March 25.

Angelos announced two continuing education possibilities for Trustees: the annual LACONI Trustee Banquet will be held on May 3, and ATLAS is hosting their annual Trustee Event May 18. This year's topic for the ATLAS event will be "Director/Trustee Relations."

Angelos invited Trustees to participate in the Community Mosaic Project on April 11 at 5:15pm. Deputy Director Horn will register the Trustees.

Angelos informed the Trustees the Library's Strategic Planning Trustee Retreat will be held on August 24 to discuss the goals and vision of the Library.

PUBLIC COMMENT

None.

DIRECTOR'S REPORT

Director Jenkins informed the Trustees that information regarding Strategic Planning information is in the Board packet, as well as information about the continuing education events mentioned by Angelos. Jenkins encouraged Trustees to inform her as soon as possible if they are interested in attending events, as they are popular and fill up quickly.

Jenkins reminded the Trustees that their Statement of Economic Interest needs to be completed by May 1.

Jenkins thanked Steve Stratakos for coming to the Library to close the last account with Old National Bank.

Jenkins was happy to share that a donation was made to the Library from a family who donates annually. There are no restrictions on the money and Jenkins will send a thank you to the family.

Jenkins revealed a postcard created by Deputy Director Horn that is part of Strategic Planning. The postcard includes a link to a survey for community feedback that will inform our next Strategic Plan. The survey will be available during the month of April.

Jenkins will be requesting that the Library open late on Friday, August 23 to allow for a staff retreat in relation to strategic planning.

NEW BUSINESS:

ACTION ITEMS:

24-03-05 Groark moved, and Stratakos seconded to approve Resolution #1126, authorizing the Secretary of the Board of Library Trustees to make certain Closed Session meeting minutes available for public inspection. Upon a voice vote, all Trustees present voted "aye." Motion carried.

24-03-06 Barry moved, and Hanes seconded to approve Resolution #1127 to transfer unexpended balances of the proceeds received annually from Public Library taxes in the General Fund in the amount of \$279,148.00 to the Green Hills Public Library District's Special Reserve Fund for the end of fiscal year 2023. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

24-03-07 Stratakos moved, and Angelos seconded to adopt pay grade assignments effective July 1, 2024. This includes a 2.6% structure adjustment as recommended by HR Source. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

ADJOURNMENT

There being no further business before the Board, adjourned the Regular Meeting at 6:22 p.m.

Prepared and submitted by,



Roberta Richter, Recording Secretary