

GREEN HILLS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
August 19, 2024
Regular Meeting

The Green Hills Public Library District Board of Trustees met at the Library on August 19, 2024.

CALL TO ORDER AND ROLL CALL

President Angelos called the meeting to order at 6:05 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 and S. Stratakos were absent.

Angelos moved, and Chafee seconded to appoint Hanes as Treasurer Pro Tempore. Upon a voice vote, all Trustees present voted "aye."

ACKNOWLEDGEMENT OF VISITORS

None

APPROVAL OF MINUTES

Chafee moved, and Barry seconded, that the Board of Trustees approve the minutes of the Regular Board Meeting on July 15, 2024. Upon a voice vote, all Trustees present voted "aye." Motion carried.

OPERATING FUND TREASURER'S REPORT AND WARRANT

Hanes moved, and Chafee seconded that the Operating Fund Treasurer's Report for the month ending July 2024 be received and filed for audit, and that Operating Fund Warrant #2 for the month of August 2024 in the amount of \$300,298.73 be approved and authorized for disbursement. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

PRESIDENT'S REPORT

Angelos reminded everyone that the Trustee Strategic Planning Retreat will take place on Saturday, August 24 at 10 a.m. and that an email was sent to everyone with the information from Fast Forward Libraries.

PUBLIC COMMENT

None.

DIRECTOR'S REPORT

Jenkins further discussed the upcoming Strategic Planning Retreats happening on Friday and Saturday. Amanda Standerfer of Fast Forward Libraries will be at the Library and ready to begin at 10 a.m. on Saturday. Jenkins provided information in preparation for the event. For the staff retreat, everyone will be given information and put into pre-assigned groups to discuss.

Jenkins provided election packages to Chafee, Groark, and Barry and stated that they can start collecting signatures on August 20, 2024. She also sent an email with the packet information and what is needed. Hanes announced that he will not be running again.

Jenkins received information from the company who will be installing fiber in the area. Currently, there is no timeline available. Groark reviewed the information.

Jenkins noted that the Library had their first program registration using the new platform and things mostly went smoothly. Barry found the new site easier to use, but she did not receive her confirmation emails. She liked that you had to enter your library card information and liked that she could add additional people in one sitting. She also felt it was easier to register on the new mobile version. Jenkins mentioned that she did receive one complaint about the new platform and a couple of positive comments regarding how helpful the staff were in assisting with registration. In October, staff will be working on putting an instructional video on the website to help patrons with the registration process. Jenkins informed the Trustees that Green Hills card holders have priority, and non-residents can register after the first week is complete.

Jenkins informed the Trustees about a patron hitting the retaining wall in front of the building. The person filed a claim with her insurance company. Otto Baum will provide the Library with a quote for the repair, as well as repairs to the rest of the wall where needed.

The Little Free Library outside the City of Hickory Hills building will be replaced, as the current one is damaged. The new unit will be made of composite and the city will install it.

Coming soon, a Micro Pantry will be available to patrons.

Jenkins shared that Head of Business Services, Richter put together a FOIA (Freedom of Information Act) guide as is required by state statute. Deputy Director Horn posted the guide to the website and there are copies available at the Adult Services desk.

There was discussion about the Library's phone service being down. Jenkins informed the Board of the cause of the disturbance in service and that our third-party phone service provider worked with AT&T to get the service back up and running. During the outage, staff used the Library cell phone, general email accounts and social media to communicate with patrons.

NEW BUSINESS:

ACTION ITEMS:

Chafee moved, and Angelos seconded to approve Ordinance #1228, .02% Building and Maintenance Levy. 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 6:40 p.m.

Prepared and submitted by,

Roberta Richter

Roberta Richter, Recording Secretary