

GREEN HILLS PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES

November 18, 2024

Regular Meeting

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

CALL TO ORDER AND ROLL CALL

Angelos called the meeting to order at 6:04 p.m. Present were, N. Angelos, 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 arrived at 6:22 p.m.

C. Barry was absent.

ACKNOWLEDGEMENT OF VISITORS

Community member and candidate for the Library Board of Trustees, Malgorzata (Maggie) Klich introduced herself to the Board.

Peton Nielsen from EnvisionWare attended the meeting virtually to present information about his company's product, the 235D Model, 24-hour library. He shared his background and provided information on EnvisionWare.

Features of the 24-hour library include 24/7 access, making it possible for patrons to check out and return materials at a time convenient for busy schedules. Library users can browse the shelves and make their selection as they would in the Library's stacks. The Library can offer print and media items of interest to patrons, including holds from any part of our collection. The system is designed for convenience and efficiency and can be configured to automatically dispense holds when a patron presents his or her card or enables a patron to select only wanted holds. Holds will have stickers to cover titles to ensure patron privacy. Patrons can check out electronic materials. The system provides wireless connectivity with optional content filtering. There is an option to offer fine/fee payment – based on the Library's ILS capabilities. There is an electronic display which can be used to promote Library programs and events.

As far as loan rules are concerned, the system will follow the Library's policies. Library staff would be responsible for removing and refilling the system. The system also has three cameras for security. Maintenance is covered for the first year and there is a renewal cost beyond that. The Library would need to get liability insurance on the system.

The Trustees discussed the presentation, the location of the system, and a canopy for the system.

APPROVAL OF MINUTES

Stratakos moved, and Chafee seconded, that the Board of Trustees approve the minutes of the Regular Board Meeting on October 21, 2024. Upon a voice vote, all Trustees present voted "aye." Motion carried.

#### OPERATING FUND TREASURER'S REPORT AND WARRANT

Stratakos moved, and Groark seconded that the Operating Fund Treasurer's Report for the month ending October 2024 be received and filed for audit, and that Operating Fund Warrant #5 for the month of November 2024 in the amount of \$249,570.70 be approved and authorized for disbursement. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

#### PRESIDENT'S REPORT

Angelos reminded the Trustees of the Legislature's Meet Up taking place on Tuesday, December 3, at the Double Tree in Alsip. Please let Jenkins know by Thursday, November 21 if you would like to attend. Angelos, Chafee, and Hanes will be attending.

#### PUBLIC COMMENT

None

#### DIRECTOR'S REPORT

Jenkins talked about the Library Podcast "Checked Out" making the front page of the Daily Southtown newspaper. Sara S, Tessa and Klaudia are doing an excellent job with it, especially considering this is new ground for them.

Patron Services Associate, Lili Rivera was complimented by a patron on how hard she works and how professional she is.

Hanes wanted to compliment Adult Services Associate, Marlene Delmonico for her help with an issue he was having due to a bank routing number change.

Jenkins mentioned that the statistics are up across the board compared to last month and last year. The patron count for election day was 913 and it is normally in the 300's.

Jenkins reminded the Trustees that there is no meeting in December and the January meeting will be held on the fourth Monday of the month, which falls on the 27<sup>th</sup>.

#### NEW BUSINESS:

#### ACTION ITEMS:

Mohammad moved, and Stratakos seconded to approve the Board Meeting dates for 2025. Upon a voice vote, all Trustees present voted "aye." Motion carried.

Stratakos moved and Groark seconded to take a recess from the meeting at 7:07 p.m. to view the possible locations in front of the Library for the 24-hour Library system. Upon a voice vote, all Trustees present voted "aye." Motion carried.

Stratakos moved and Angelos seconded to reconvene the meeting at 7:22 p.m. Upon a voice vote, all Trustees present voted "aye." Motion carried.

Angelos moved, and Stratakos seconded to approve the purchase of the EnvisionWare 24-hr Library with a purchase price of \$131,800, which will be taken out of the Library's Special Reserve Account. Upon a roll vote, all Trustees present voted "aye." Motion carried.

Groark moved and Stratakos seconded to remove the action item to approve the proposal from HDS Commercial Painting Contractors at a cost not to exceed \$60,800.00. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

Hanes moved and Stratakos seconded to amend the Employee Handbook, effective January 1, 2025. The following policies are included in this update: 1) Equal Employment Opportunity, 2) Non-Discrimination and Anti-harassment, 3) Whistleblower Protection, 4) Paid Leave for All Workers, 5) Sick Leave, and 6) Vacation. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

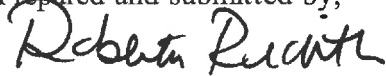
CORRESPONDENCE

Discussed in the Director's report.

ADJOURNMENT

There being no further business before the Board, Angelos adjourned the Regular Meeting at 7:26 p.m.

Prepared and submitted by,



Roberta Richter, Recording Secretary