

PEOTONE PUBLIC LIBRARY DISTRICT
BOARD MEETING MINUTES
June 20, 2017

Location: Library Meeting Room.

Call to Order: 6:32 pm by Sandra Gall, Library Board President.

Pledge to the U.S. Flag: Recited.

Roll Call: Taken by S. Gall, President: M. Baker: absent, M. Cann: present, S. Gall: present, D. Ladislas: present, K. LeClaire: present, J. Mills: absent, D. Stacy: present.

Others attending: Noreen Bormet: Library Director, Ruth Welzen: Bookkeeper.

Public Forum: None attending.

Regular Board Meeting Minutes: from May 16, 2017: Additions or corrections: none. Trustee Stacy moved to approve minutes, seconded, all in favor, motion carried.

Bills from June 1, 2017 – June 13, 2017. Following discussion, Trustee Stacy moved to approve payment of bills, seconded. All in favor, none opposed. Motion to pay bills carried. Filed for audit.

Financial Report: Trustee Stacy moved to file for audit, seconded. All in favor, none opposed. Motion carried. Financial report filed for audit. The Library audit will take place on August 10, 2017.

Director's Report: See attached Director's Report. Additional comments by Director Bormet: KAYLA meeting was great. Jane Austin bookmark made at meeting was shared, viewed, and returned to Director Bormet. Riverdale Library now has a "Go Fund Me Page" due to lack of funding (1/3 of the budgeted income lost) through their property taxes.

RAILS News: RAILS looking at budget, looking at cuts due to low funding. Still looking at a museum pass program. OCLC, Interlibrary loans, working on opening dialog, looking into other options for resource sharing

LIBRARY BUILDING: Received letter from ComED, notifying library of scheduled shutdown for maintenance purposes. Director Bormet will be in contact to discuss postponement due to Library hours. Hope to schedule this during a future time, during hours which will not affect service.

MONEE NEWS:

- Mayor says moving ahead, but at a slower pace.
- June 10 had Job Fair. Applications for Amazon employment online.
- July 22 Slammers Night will be held – Monee Night
- August 5 Monee Day to be held: Band, Barbecue, and Church Revival are featured events.

PEOTONE News:

- June 10 Peotone Community Days -Saturday 8 am - 2 pm. Recap: windy and not well attended.
- July 7 – 9, 2017 Chamber Summer Fest Event to be held. Hours : Friday 5-8pm, Sat. 2-8pm, and Sun. 11am-6pm. Planning meeting to be held. Trivia Night at Library scheduled for Friday, July 7.
- Chamber Golf Outing to be held Monday, August 14 at Kankakee Country Club.

OLD "Unfinished" BUSINESS:

Tech Savvy Trustees – RAILS BIBLIOBOARD group purchase. Trustees asked to set up accounts and explore.

Telephone System update - Director Bormet working on this.

ATLAS Workshop - Good information, timely tips and recommendations. Levy is a priority next year. Clarified information.

Employee Handbook- Kelly reviewed, clarified and specified. Board reviewed. Trustee Cann moved to accept revised Handbook. Seconded, motion to adopt new revised Employee Handbook carried - in effect July 1, 2017.

SEDAC Energy Audit – Recommend replacing bulbs with LED bulbs, try one or two rooms at a time, working on this. Install light motion sensors for restrooms. Replace HVAC units- 2North 4, 5, and 6 have been replaced. Units 1,2S and 3 still need to be replaced. Replace current bulbs with LED bulbs in outdoor posts. Taking into consideration electrician costs.

NEW BUSINESS:

- Ordinance 2017-01: Prevailing Rate of Wage - Trustee Ladislav moved to approve Ordinance 2017-01, seconded. Roll Call Vote by President Gaul: D. Stacy-Aye, M. Baker-Absent, M. Cann-Aye, D. Ladislav-Aye, S. Gall-Aye, Karen LeClaire-Aye, J. Mills-absent. 5 Ayes, 0 Nays, 2 absent. Ordinance 2017-01: Prevailing Rate of Wage carried.
- Nonresident Cards – Following discussion, Trustee Stacy moved to increase fee from \$80 to \$85 per year, based on math formula of Levy amount. Seconded. All in favor, motion carried to set yearly Nonresident Card fee \$85, effective July 1, 2017.
- Reschedule July Library District Board Meeting: Due to vacation schedule, Board agreed to reschedule the July 18 Regular Board meeting to July 25, 2017 at 6:30pm.

Closed Session

Trustee Stacy moved to adjourn Regular Business Meeting to open a Closed Session pursuant to 5 ILCS 120/2. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

Seconded. All in favor, none opposed, two absent. Motion carried. Regular meeting adjourned 8:23pm.

Return from Closed Session: Trustee Ladislav moved to open Regular Library Board Meeting, seconded. All in favor, none opposed, two absent. Motion to open Regular Library Board Meeting at 8:43pm carried. Roll Call taken by S. Gall, President: M. Baker: absent, M. Cann: present, S. Gall: present, D. Ladislav: present, K. LeClaire: present, J. Mills: absent, D. Stacy: present.

Motion made by Trustee Cann to approve salary increase for the Library staff. Seconded, all in favor, motion to approve the 2017-18 Staff salary rates passed.

Moved to adjourn by Trustee Stacy, seconded. All in favor, none opposed. Motion carried.

Adjournment: 8:46 pm.

Next Regular Board Meeting: July 25, 2017 6:30pm

Respectfully Submitted,

Karen LeClaire, Secretary, Peotone Public Library District