

PEOTONE PUBLIC LIBRARY DISTRICT

DATE: November 17, 2015

PUBLIC HEARING MINUTES

Call to Order: 6:30pm by S. Gall

Pledge to the Flag: Recited.

Roll Call: M. Baker: Absent, M. Cann: Present, S. Gall Present, K. LeClaire: Present, J. Mills: Present,
D. Stacy: Present, Vacancy.

Others Attending: N. Bormet, and R. Welzen.

Reading of Ordinance 2015-05 (Tax Levy): By N. Bormet and S. Gall.

Motion to pass: J. Mills seconded by M. Cann

Roll call vote: Ayes: 5 Nays: 0, Absent: 1 - all in favor, none opposed. Motion carried.

Motion to adjourn: by J.Mills, seconded by M. Cann.

Adjournment: 6:41pm

Respectfully submitted,



Karen LeClaire, Secretary, Peotone Public Library District

**PEOTONE PUBLIC LIBRARY DISTRICT
BOARD MEETING MINUTES
November 17, 2015**

Call to Order: 6:41 pm by Sandra Gall, Library Board President.

Pledge to the U.S. Flag: Recited.

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

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

Public Forum: None attending.

Moment of Silence: called by S. Gall for French citizens due to recent terrorist attack.

Regular Board Meeting Minutes: from October 20, 2015; No additions or corrections noted. Motion to approve by D. Stacy, seconded by J. Mills. All in favor, none opposed. Motion carried.

Bills from November 1 – November 10, 2015 Discussion: Very important to list cash disbursements in detailed format. Motion to approve payment of bills by M. Cann, seconded by D. Stacy. All in favor, none opposed. Motion to pay bills carried.

Financial Report: Motion to approve Financial Report and file for Audit by J. Mills, seconded by D. Stacy. All in favor, none opposed. Motion carried.

Director's Report: See attached Director's Report. Additional comments: N. Bormet stated:

- Working on updating Employee Handbook.
- Farmer's Market Committee asking Village and Chamber to be more involved to draw in additional participants. Library will be coordinating this effort, called "Entertainment".
- Peotone Library will be hosting Dec. KALA Meetings - Light refreshments to be served. YS and Adult programming will be the topics.
- Hosting SAILS meeting Nov. 19, 2015
- Asked Board to approve request Library to be closed morning of Friday, January 22 (9:30- 11:30am) for staff workshop/training – open at noon. Motion by D. Stacy, Seconded by M. Cann. All in favor, none opposed. Motion approved.

RAILS News: Membership meeting for RAILS, Dec. 1st. PrairieCat voted to renew Innovative contract for 3 year period, e-Illinois renewal lost by 1 vote for Access 360 Downloadable books. If 100% vote, 30% discount would be applied – may ^{lose} discount.

Library Building: Back Doors installed. Additional light is ordered for parking lot. HVAC: #2 motor is burned out. Check into replacement of motor at cost of \$1800.00. ; Unit #2 is from 2004. To replace entire unit cost would be \$7000.00. We have seven units, two are rusty, but working, two are in poor condition.

MONEE NEWS: Monee Chamber Commerce - Nov. 21 Balmoral Night at the Races. Village Christmas tree lighting ceremony December 5 at 6:30pm, location TBA.

Dec. 2, 2015 at 5:30 pm Chamber Christmas Party at Frankie's. D. Stacy will attend.

PEOTONE NEWS: Chamber Holiday Party Dec. 10, 5-8pm Terry's Ford. Board members encouraged to attend." Christmas in Peotone" Saturday Dec. 12. Library hosting "Putting Around the Christmas Tree" as our event 10-2pm. Also have entry in the parade in the evening. Volunteers needed from the Board and Friends to assist the Staff. Time slots discussed.

OLD BUSINESS:

- Ordinance 2015-04 (Regular Board Meeting Dates 2016) Oral vote take by S. Gall. Ayes 5: D., Nays 0. Absent 1. Ordinance passed.
- Holiday Schedule for 2016: Motion Approved - See Directors' Report.
- LIMRCC Health Insurance: Discussion of renewal of Plan. Two employees will be on plan. Stipulation of the agreement: must attend two meetings (library director). Oral vote by S. Gall: Ayes - 5, Nays - 0, absent - 1. Approved.
- Disaster Plan & Inventory: New Copiers, New Computers to be added to the Inventory. Tabled discussion to be reviewed and voted on next month's meeting Dec. 15, 2015.
- Short Takes for Trustees – Video 1- What it means to be a Trustee- Viewed. Discussion: Requires high level of integrity and trust. We have Directors and Officer's Insurance.
- Search Committee for Trustee Vacancy: Gave report on interview of applicants. Motion to accept recommendation of Committee by J. Mills, seconded by M. Cann. All in favor, none opposed. Motion carried. Letter will be drafted and sent to all applicants.

NEW BUSINESS:

Amending Employee Handbook: Motion to approve amending - 8.1 page 14 Health Insurance by D. Stacy, seconded by J. Mills. All in favor, none opposed. Motion carried.

Motion to adjourn by D. Stacy, seconded by J Mills. All in favor, none opposed. Motion carried.

Adjournment: 8:32 pm. Next Regular Board meeting scheduled for December 15, 2015, at 6:30 pm.

Respectfully Submitted,

Karen LeClaire, Secretary, Peotone Public Library District