

**PEOTONE PUBLIC LIBRARY DISTRICT
REGULAR BOARD MEETING MINUTES
December 19, 2017**

Location: Library Meeting Room

Call to Order: 6:30 pm by Sandra Gall, Library Board President

Pledge to the U.S. Flag: Recited.

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

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

Public Forum: None attending.

Minutes – Approval of:

Truth in Taxation Hearing Minutes: November 28, 2017: No Corrections or additions, moved to approve minutes by Trustee Ladislav, seconded, all in favor, none opposed. Motion carried.

Regular Board Meeting Minutes: November 28, 2017: No additions or corrections: Trustee Mills moved to approve minutes with correction, seconded, all in favor, none opposed. Motion carried.

Bills from November 15, 2017 – November 30, 2017 and December 1-12, 2017. Following discussion, Trustee Mills moved to approve payment of bills, seconded, all in favor, none opposed. Motion to pay bills carried. Filed for audit.

Financial Report: Regarding status of First Community Bank & Trust Savings account: Trustee Cann contacted bank representative for information. \$1.00 - \$5.00 Minimum deposit required to activate account. Following discussion, Trustee Baker will investigate options. Trustee Cann moved to file for audit, seconded, all in favor, none opposed. Motion carried. Financial report filed for audit.

Director's Report: See attached Director's Report. Additional comments by Director Bormet: Request for Emergency Closing for staff, several hours, when needed. Moved by Trustee Ladislav, seconded. All in favor, motion passed. In the near future, we would like to schedule an Emergency Fire and Police Department Staff Workshop to train new staff and keep current staff updated.

RAILS News: Member Update on January 18, 2018. RAILS still working on FIND MORE Illinois catalog overlay.

LIBRARY BUILDING: Phones are installed in kitchen and library meeting room and staff phones, with new message options. Director Bormet getting new security cameras, would like to get another panic button. May get TYCO security upgrade, getting quotes for next year's budget.

MONEE News:

- Egyptian Trail roundabout now open.
- Amazon Corporation seeking help from the Monee Police Department with security.

PEOTONE News:

- Working on TIFF for Peotone Downtown District. February 12 at 6:45pm is the public hearing.
- Shelley Marevka appointed as new Peotone Village Board Trustee until 2019, replacing Roy Hupke.

OLD (Unfinished) BUSINESS:

Tech Savvy Trustees – Trustees requested to visit - www.ILOVELIBRARIES.org - part of ALA, to explore this website. One site feature - Printout receipt- total cost of books you check out.

Telephone System update –See update by Director Bormet Report.

NEW BUSINESS:

Update to Employment handbook section 5.7 Harassment Amendment-Trustee Baker moved to update, seconded. All in favor, motion carried. Verbal Vote: Trustee Stacy: Absent, Trustee Ladislav: Aye, M. Baker: Aye, M. Cann: Absent,

Ordinance 2017-07 (Ordinance Previous Approval of a Policy Prohibiting Harassment, Discrimination and Retaliation)
J. Mills: Aye, K. LeClaire: Aye, S. Gall: Aye.

2 Absent, 5 Ayes, 0 Nays, 0 Abstain. Passed by Board on this Day December 19, 2017.

By-Law Review – Meeting time changed to 6:30 pm (Article II Section 2.01) Informed Board needs to be subject to fines, etc. (Article III Section 3.02). Trustee Ladislav moved to update as of December 19, 2017, all in favor, none opposed. Motion carried.

Announced: Library Trustee Forum to be held February 17, 2018. 8:00 am-Noon.

Move to adjourn by Trustee Baker, seconded, all in favor, none opposed. Motion carried.

Adjournment: 7:29 pm.

Next Regular Board Meeting: January 16, 2018 at 6:30pm.

Respectfully Submitted,



Karen LeClaire , Secretary , Peotone Public Library District