Blue Island Public Library

Board of Trustees Meeting

MINUTES from February 15, 2017

Library Conference Room, 7:00 pm

1. Call to Order @ 7:01 p.m. Meeting was lead my Trustee Orozco.
2. Roll Call (7:01 pm)

* Trustees present: Lisa Perez, Julie Sklom, Rachell Orozco, Rita Brown, Collette Chauncey, David Prater, Jill Mason Terzakis, and Leo Castillo. Also present, Library Director Colleen Waltman.
* None absent

1. Introduction and presentation of guest: No guest speaker during this meeting
2. Public comment: None
3. Reading of January 2017 Regular Meeting Minutes (action); 7:02 p.m.

* Trustee Sklom motioned (7:08 p.m.) to approve the regular minutes with the corrections to be made. **AYES**: ALL

1. Financial Report (action) (7:09 p.m.)
   1. Revenue & Expense: Reviewed
   2. January 2017 Payables: Reviewed
   3. Balance Sheet: Reviewed

* Today (02/15/17), the library received a 50K check (PPRT; Personal Property Retention Tax) from the city of Blue Island
* Trustee Sklom motioned (7:22 p.m.) to approve the payables in the amount of $26,733.56; Trustee Chauncey second the motion. **AYES**: ALL

1. Director’s Report presented by Director Waltman (7:24 p.m.)
   1. ILLINET IL report: Reminded the Board: will be completed by the end of March 2017
   2. Maker space update: Presented updates
   3. Statement of Economic Interest: Presented and reminded the Board, due May 1st, 2017
   4. Chamber of Commerce Breakfast: Reminded Board - it will be on March 30th; the installation Dinner will be March 11th
   5. LACONI Trustee Banquet: Will be held on May 12th, in Oak Lawn at the Hilton
   6. Building issues: Regarding the sump pump and put, this was fixed/address this past Friday, Feb 10th; by the following Monday it was ready and working
2. Old Business: (7:37 p.m.)
   1. Parking lot update: a letter was prepared and signed Director Waltman, and signed by the Director and the President of the Board, Trustee Sklom. The letter was delivered to Representative Bob Rita. The library was told that the parking lot’s potholes would be fixed in the spring (2017).
3. New Business (7:47 p.m.)
   1. Unattended Children Policy: Reviewed a case: a parent called and complained about the library keeping vigilant regarding not allowing her child going into the library. Discussed policy – no changes made to the policy; in summary, the parents/guardians are responsible for their children’s behavior at the library. The library staff is not responsible for unattended children.
   2. Summer Lunch Program: Updated – Application sent out. The library will be looking for volunteers for Tuesdays and Thursdays to assist implementing the program during the months of June and July of 2017. The lunch distributions will take place from 11:00 a.m. to 12:30 p.m. Registration needs to be promoted.
   3. Cameras in the building: Mike Byrne is working on these. Director Waltman will have Mike present to the Board on how these cameras will work. The Board also discussed about adding an extra motion light at the back entrance, and possible adding a camera at this location as well.
4. Legislative Updates (8:02 p.m.)
   1. Proposed legislation regarding use of personal device for e-mail: Director Waltman presented Summary of “Bill Would Make Emails on Private Devices Public Records.” Board reviewed it; several members of the Board expressed the this was unclear as to what it really meant, and how this affects those members who use their phones for emailing, or not emailing, or simply texting. Director Waltman will try to get more clarification on this issue.
5. General Communication (8:08 p.m.)
   1. Need new working clocks; clock at the conference room seems to be slow.
   2. Trustee Castillo will lead the March 2017 Board meeting
6. Adjournment

Trustee Sklom motioned to adjourn at 8:10 p.m.

The next meeting of the Blue Island Public Library Board of Trustees will be held on Wednesday, March 15, 2017.