Blue Island Public Library

Board of Trustees Meeting

June 21, 2017 Minutes

Library Conference Room, 7:00 pm

1. Call to Order @ 7:01 p.m.
2. Roll Call (7:01 pm)

* Trustees present: Julie Sklom, Rachell Orozco, Collette Chauncey, David Prater, Jill Mason Terzakis, and Leo Castillo. Also present, Library Director Colleen Waltman.
* Absent: Trustees Lisa Perez and Rita Brown

1. Public Comment

* None

1. Introduction and presentation of guest

* None

1. Reading of April 2017 Regular Meeting Minutes (action) (7:02 p.m.)

* Minutes Reviewed
* Trustee Collette David Prater motioned to approve minutes; all in favor

1. Financial Report (action) (7:03 p.m.)
   1. Revenue & Expense > Reviewed
   2. May 2017 Payables > Reviewed
   3. Balance Sheet > Reviewed

* Trustee Jill Mason Terzakis motioned at 7:08 p.m. to approve May 12, 2017 Payables with amount of $45,108.617
* Trustee David Prater second the motion; ALL in favor.

1. Election of officers (7:09 p.m.)

* Rachell Orozco – President
* David Prater – Vice President
* Jill Mason Terzakis – Treasurer
* Leo Castillo – Secretary

1. Director’s Report presented by Director Waltman (7:30 p.m.)
2. Director Waltman presented a brief summary which included the following:

* Building issues (roof & expenses)
* Audit – auditor Selden Fox prepared the audit; everything is in line; auditor will come during to the next board meeting in July to explain the audit and answer any questions
* Summer Reading – moving along, going great; several trustees signed up for the program; free t-shirts for those who sign up
* Summer Meals – things are moving along successfully
* Insurance
* Memorial – close to final restoration; thanks to (Friends of the Library) Rita Garvin and Julie Sklom
* Copiers – replaced; new contract with Konica Minolta
* Evaluations – staff evaluations have been completed and filed.

1. Old Business: (7:59 p.m.)
   1. Building Plan (action)

* Director Waltman presented the idea of looking into bids to replace the boiler; it’s already broken. The estimated cost is $100,000
* Trustee Leo Castillo motioned (8:14 p.m.) to move forward to start looking for bids.

1. New Business (8:18 p.m.)
   1. Insurance (action)

* Trustee Collette Chauncey motioned to accept the insurance renewal; Trustee Rachell Orozco second the motion.
  1. Prevailing wager ordinance (action)
* Director Waltman presented the Prevailing Wage Rate Resolution 2017-02
* Trustee Jill Mason Terzakis motioned; all in favor
  1. Library Picnic (action)
* Trustee Rachell Orozco motioned to have the picnic on Saturday August 12, 2017; at Centennial Park; allocating $600.00 for picnic expenses. Trustee Davie Prater second the motion; all in favor.

1. Legislative Updates (8:20 p.m.)
   1. E-mail regarding possible legislation that could include: minimum wage hike, tax freeze, state income tax increase (possible 5% or higher)
2. General Communication (8:28 p.m.)
   1. Thank you note received from Mary Sklom
   2. Letter of donation to library from Kerr School Student Council, thank you sent, funds ($92.71) added to the children’s programming budget.

* On 4/29/17, a total of eight speakers came to present at the library, at no charge.

1. Adjournment

Meeting adjourned at 8:31 p.m.

Thank you to Trustee Julie Sklom for having served as President for the BIPL Board of Trustees!

The next meeting of the Blue Island Public Library Board of Trustees will be held on

Wednesday, August 16, 2017.

Any individual requiring special accommodations as specified by the Americans with Disabilities Act is requested to notify the Blue Island Public Library Director at (708) 388-1078 at least 24 hours in advance of the meeting date.