

Blue Island Public Library
Board of Trustees Meeting
Minutes from August 15, 2012

I. Call to Order:

President Joe Egert called the Meeting to order at 7:06 pm.

II. Roll Call:

Present: Trustee Judy Jones, Trustee Mary Carvlin, Trustee Helene Camp, Trustee Joe Egert, Trustee Jennifer Helmin, Trustee Mary Martino, Interim Library Director Pam Deiters

Absent: Trustees Perry Recker, Julie Sklom, and Kevin Murphy

III. Introduction of Guest:

Sarah Cottonaro, new Library Director, attended as a guest

IV. Reading of Minutes:

The Minutes from July 17, 2012 were read. No changes were necessary. Mary Carvlin made a motion to accept the Minutes and Helene Camp seconded.

V. Financial Report:

The Payroll for the Month was slightly higher, but can be attributed to payout of vacation time for former Director, Deiters. Item #67300 was grant money that needed to be spent. Tax payments are coming in on time and financial reports show we are stable and holding at 25% for the first quarter of the year. Mary Martino motioned to accept the Payables in the amount of \$48,207.86 and Mary Carvlin seconded. Roll was taken and all trustees present approved.

VI. Library Law Updates:

Starting January 1, 2013, any item requiring a vote must be marked as an "Action Item" on the agenda to be in compliance with the Open Meetings Act.

VII. Director's Report:

- A. Library Incidents: Interim Director P. Deiters advised the Board to consider replacement costs for the Library carpet in future budgets following a senior's complaint re: the condition of the carpet near the Adult Reference Desk.
- B. New pages will be cross-trained to work in Youth and Adult Services; H. Standifer, Reference Librarian, was named Page Supervisor.
- C. Two part-time YS positions were posted on the RAILS job board online

VIII. Committee Reports:

The Hiring Committee met and interviewed five candidates for the position of Library Director; two candidates received second interviews with the Board. Sarah Cottonaro was chosen; she is currently the Director at the Stickney-Forest View Public Library District. Her expected start date is September 10, 2012.

IX. Unfinished Business:

Last Meeting the handbook policy for employee use of social media was discussed. There is a policy in place, Section 320 Communication Systems, but renaming it to clarify and reinforce the intention of the policy with regard to staff behavior.

X. New Business:

- A. Per Capita Grant application due October 15, 2012
- B. Current contracts for copier services extend to 2014 and 2015 – will require further study for future service.

XI. General Communications:

- A. Thank you from Heartland Blood Centers' Courtney Meredith for 26 units collected.
- B. Thank you from AAA Academy's Jennifer McArthur to D. Beasley for hosting a school visit.
- C. Congratulations from RAILS on receiving equipment from the Eliminate the Digital Divide Program Grant
- D. Kindle workshops scheduled for October 17, 18, 25, and November 1. See Fall newsletter for more specific information.

XII. Adjournment:

Trustee Judy Jones motioned to adjourn the meeting at 7:56 pm, Helene Camp seconded.