

Blue Island Public Library
Board of Trustees Meeting
April 17, 2019 Minutes
Library Conference Room, 7:00 pm

- I. Call to Order, 7:15 pm >> Meeting was lead by Trustee Nunez.
- II. Roll Call >> Present: Trustees Orozco, Brown, Nunez, Camp, Castillo. Also present: Library Director, Waltman.
Absent: Trustees Debela, Prater, Mason Terzakis, Chauncey,
- III. Public Comment >> None
- IV. Introduction of Guests >> None
- V. Staff presentation >> None
- VI. Reading of March 2019 meeting minutes (action)
 - (7:17 pm) Trustee Camp motioned to accept minutes; Trustee Nunez seconded the motion. All in favor
- VII. Financial Report (action) 7:20 pm
 - a. Revenue & Expense >> Report reviewed
 - b. March 2019 payables >> Reviewed. Trustee Brown motioned to approve payables in the amount of \$29,003.99; Trustee Castillo, seconded the motion. All in favor.
 - c. Balance sheet >> Reviewed
- VIII. Director's Report (7:30 pm) – Reviewed summary of following points:
 - a. Building updates – security system install >>
 - b. Indoor/outdoor improvements (carrels/mason estimates >> Friends of the Library bought 2 carrels, willing to buy up to 10.
 - c. Appropriations >> Resolution passed, no questions asked of the library
 - d. "Stay questions" >> for staff to answer anonymously – to suggest improvement in the work place; in process – to be completed during the month of May
 - e. Staffing >> Reference Assistant, E. Schmidt accepted position at the Chicago Public Library – her position has been posted to hire a new Reference Assistant.
 - f. In service >>
 - g. National Library Week >> Occurred April 7 -13.
 - h. SEIs have been sent >> Director reminded trustees to send their SEIs as soon as possible if they have not done so
 - i. Summer Reading planning >> Discussed; coming up soon.
- IX. Unfinished Business, 7:49 pm
 - a. Sign/donations discussion (action) >> Discussed. Trustee Camp motioned for the following: to have set aside up to \$12,000.00 for the design of the library sign to be attached to the front wall, upper left of the building; motion was seconded by Trustee Castillo. All in favor.

- X. New business (7:54 pm)
- a. Capital plan >> Discussed, to budget between \$30K and \$40K for prioritizing items using Building & Site Fund OPTIP-5994, and Reserve IPTIP-2258
 - The board agreed to prioritize the HVAC components, and elevator maintenance (we may apply for a grant for January 2020). ADA compliant bathrooms may also be addressed through grants
 - Sun pump was worked on last year
 - Fire detectors are working fine for now
 - b. In service awards >> to be held April 26, 2019.
 - Agenda reviewed. (8:23 pm) – Trustee Nunez motioned to accept the agenda; Camp seconded the motion, all in favor.
 - c. Painting purchase offer >> Regarding painting hanging in the meeting room, by artist Tunis Ponsen – there was an offer to purchase the painting from the library for \$250.00. Board agreed to research the artist and prices and to offer it at more appropriate market value. All agreed to hold the sale for now.
- XI. Legislative update >> None
- XII. General Communication
- a. Thank you for family of Kevin Murphy
- XIII. Adjournment (8:42 pm)
- Trustee Castillo motioned to adjourn; Trustee Camp seconded the motion.

The next meeting of the Blue Island Public Library Board of Trustees will be held on
Wednesday, June 19, 2019 – at 7:00 P.M.

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.