

**Blue Island Public Library
Board of Trustees Meeting Minutes
December 15, 2013**

I. Call to Order

The Meeting was called to order at 7:02 pm.

II. Roll

Present: Trustees Carvlin, Martino, Helmin, Murphy, and Egert, and Director Cottonaro.

Absent: Trustees Sklom, Camp and Jones.

III. Guests - none

IV. Reading of Minutes

The minutes from the November meeting were reviewed. Trustee Martino made a motion to accept the minutes as presented and Trustee Carvlin seconded the motion.

V. Financial Report - November 20, 2013 (Action)

a. Revenue and Expense Report

The library is 58% of the way through the fiscal year and currently at 65% of the budget. The library has received 45% of its revenue. The real estate tax was levied at 55%. The library usually comes in under budget; however, the new website was a significant expense. The library got its PPRT check for last year and is expecting that to come in a lump sum at the end of the year. The board is preparing for a 10% drop in real estate taxes for next year. There was a short discussion as to whether the Adopt a Hero fund could be removed from the balance sheet if the board donated it to a veteran's organization.

b. Payables

The payables list was reviewed. The expense for CoilSprings will cover website hosting and maintenance. Trustee Martino made a motion to accept the payables in the amount of \$35,516.46. Trustee Murphy seconded the motion. Roll was taken and all approved.

VI. Library Law Updates

Some information was provided regarding tax objection filings. No action needs to be taken at this time.

VII. Director's Report

The Reference Librarian and Page Supervisor position has been filled by Alicia Diaz, an experienced, professional librarian. The beginning of the year will include the staff in-service, core competency testing, cross departmental training and committee development.

VIII. Holiday Closings for 2014 (Action Item)

The current holiday closings were reviewed. Trustee Carvlin made a motion to remove Mother's Day from the list of scheduled closings and Trustee Murphy seconded the motion. Roll was taken and all approved.

IX. New Business

There was a short discussion of supporting local artists and art in general at the library. The board is

still short one member and Trustee Carvlin proposed drafting a letter to the Mayor regarding appointment to the board.

X. General Communication

None.

XI. Adjournment

Trustee Murphy made a motion to adjourn the meeting at 8:00 and Trustee Martino seconded the motion.