**Blue Island Public Library**

**Board of Trustees Meeting Minutes**

**June 26, 2014**

**I. Call to Order**

 The meeting was called to order at 7:45 p.m.

**II. Roll Call**

Present: Jennifer Helmin, Joe Egert, Mary Martino, Julie Sklom, Mary Carvlin. Absent: Helene Camp, Kevin Murphy and Judy Jones.

**III. Introduction of Guests**

None.

**IV. Reading of Minutes**

The minutes from the May 2014 meeting were read. Julie Sklom made a motion to accept the minutes and Mary Carvlin seconded the motion.

**V. Financial Report**

The payables were reviewed. They were lower than usual because the credit cards were taken away from the managers. A system is PO’s is being contemplated to reduce unnecessary spending. Approval would be needed for anything over $100. Jennifer Helmin made a motion to accept the payables in the amount of $26,139.00 and Mary Martino seconded. Roll was taken and all approved.

**VI. Library Law Updates**

**a. The Cook County Prevailing Wage Act** was reviewed. If we are going to accept bids for construction and remodeling we have to accept and pay according to this Act. Mary Martino motioned to accept the prevailing wage act and Julie Sklom seconded. Roll was taken and all approved.

**b. IPLAR** was turned in. It reports our program numbers and attendance. The library’s e-book circulation is low. Perhaps the library should host a workshop.

**VII. Director’s Report.**

The library prepared for a FOIA request that was being received by most all local libraries. There will be a pot luck event for the library employees on July 3rd. There have been two thefts at the library since Colleen started. They were a laptop and a cell phone. She has spoken to security about being more visible. Incident reports were filed.

**VIII. New Business**

**a. Computer and internet Access policy review:** Add under section C: a small child “an individual” instead. Ages: 5; Nays 0; Absent 3.

 **b. Discussion of Consent Agenda:** All “yes’s and “no’s are grouped together.

**c. Edge requirement for the Per Capita Grant:** One board member must take the 20 minute technology class. Board agrees that Kevin is the most knowledgeable therefore, he should take the class.

**d. Closed Session:** Jennifer Helmin made a motion to move into closed session at 8:50 pm and Mary Carvlin seconded.Julie Sklom made a motion to end closed session at 9:10 pm and Mary Martino seconded.

**IX. Old Business: Tuition Reimbursement Policy**

Decision tabled until next meeting. Possible changes include a limit of up to 25%.

**X. General Communications**

Micah’s grant. Diane’s note. There was a $100 donation for recording time. The property tax check has arrived.

**XI. Adjournment**

Jennifer Helmin made a motion to adjourn the meeting at 9:18 and Mary Martino seconded the motion.