Blue Island Public Library

Board of Trustees Meeting Minutes

November 19, 2014

1. **Call to Order**

The meeting was called to order at 7:01 p.m.

1. **Roll Call**

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

1. **Introduction of guests**

None.

1. **Reading of Minutes**

There were no minutes from the October meeting. There was discussion of minute taking. Director Waltman will bring a lap top for the next meeting. Director Waltman said she would create minutes for the July, September and October meetings for the next board meeting.

1. **Financial Report**

The payables were reviewed, noting again, a continued reduction in expenditures. Trustee Martino made a motion to accept the payables; Trustee Sklom seconded. All approved.

1. **Library Updates**

FOIA legislation still pending.

1. **Director’s Report**
   1. Revised Levy
   2. Revised budget
   3. Ask Away coming
   4. Self-check coming
   5. Sump pump issues
   6. Homebound service started
2. **New Business**
   1. Levy – there was discussion of the revised levy. Director Waltman explained that the Public Library Tax and the Library Building and Maintenance Tax added together account for entire amount levied on behalf of the library and that the levy is being revised at the city’s request and per discussion at the meeting with the city, based on dollar amounts agreed upon by the library and the city. Trustee Sklom motioned to approve; Trustee Murphy seconded. All approved.
   2. Budget – As a result of the change in fiscal year to a calendar year, a new budget for 2015 was needed. Trustee Carvlin motioned to approve; Trustee Jones seconded. All approved.
   3. Proposed Days Closed – there was some discussion of days closed proposed. Director Waltman provided lists of days closed from previous years for the board to peruse as well as a list of proposed days closed for 2015. The board agreed to strike the day after Thanksgiving from the proposed list and keep the rest of the days. Trustee Martino motioned to accept the days closed as revised; Trustee Sklom seconded. All approved.
3. **Old Business**
   1. Director’s 6 month review – the board members said they would touch base and work on the review. Director Waltman provided the board with a page listing 4 goals as her portion of the review.
4. **General Communication**

None.

1. **Adjournment**

Trustee Murphy motioned to adjourn the meeting at 8:33; Trustee Jones seconded. Meeting was adjourned.