

Blue Island Public Library
Board of Trustees Meeting Minutes
December 17, 2014

I. Call to Order

The meeting was called to order at 7:03 p.m.

II. Roll Call

Present: Mary Carvlin, Joe Egert, Judy Jones, Kevin Murphy, Helene Camp, and Julie Sklom

Absent: Mary Martino and Jennifer Helmin

III. Introduction of guests

None.

IV. Reading of Minutes

Minutes from the July, September, October, and November meetings were presented. Trustee Sklom motioned to approve. All approved.

V. Financial Report

The payables were reviewed. Trustee Egert asked Director Waltman if and what the city had been doing to pay back money owed. Director Waltman has been told to expect about \$15,000.00 in January, and we have just received \$3000.00. Trustee Sklom made a motion to accept the payables in the amount of \$30,091.23; Trustee Jones seconded. All approved.

VI. Director's Report

Director Waltman reported a good turnout at the Christmas celebration hosted by the Friends of the Library on December 6. Over 250 people attended.

The transfer from Great Lakes Bank to First Midwest has been completed. The library will retain the same account number but have a different routing number.

There have been some patron issues in the past month. Two patrons came to blows over some rather minor issue prompting Director Waltman to call the police. The two patrons have been banned from the library for 30 days. Another incident involved a man who removed his shirt alleging he had bugs. He was removed from the premises.

VII. Closed session - personnel issues, director review: separate minutes

VIII. New Business

Director Waltman suggested changes be made to some of our policies including vacation, personal, and sick leave, as well as, Workshops, Conferences and Travel Expenses and Professional Membership and Activities policy.

Vacation, Personal, and Sick Leave Policy was changed to allow employees to take their leave in one hour increments.

Workshops, Conferences, and Travel Expenses policy was changed to reflect request for such to be in writing and will be approved only as funds are available.

Professional Membership and Activities Policy changed to state these memberships will be provided if funds are available and recommends that membership costs be shared between the library and individual.

Proposed Wellness Initiative was discussed and approved with some changes. Instead of a maximum of 12 hours of personal time, it will be 6. These personal hours earned need to be used within the quarter following the initiative period.

Motion made by Trustee Sklom to approve all above. All Approved.

IX. Old Business

Committees - Director Waltman was verifying the committees the board has set up. There is Long Range Planning with Trustees Sklom, Murphy, and Egert, Personnel and Policy with Trustees Egert, Carvlin, Helmin, and Martino and Finance with Trustees Egert, Murphy, and Martino. The board has not met very often in committees since they were set up to meet as needed. It was discussed and decided that the Long Range Planning should meet after the board members share their personal library goals with Trustee Egert.

X. Legislative Update

FOIA legislation still pending

XI. General Communication

XII. Adjournment

Trustee Sklom moved to adjourn at 8:40 p.m. All in favor!