Blue Island Public Library

Board of Trustees Meeting

May 18, 2016

Library Conference Room, 7 p.m.

MINUTES

1. Call to Order

Trustee Orozco called the meeting to order at 7:00 pm.

1. Roll Call

Present Trustee Brown, Castillo, Chauncey, Mason-Terzakis, Orozco, Perez, and Director Waltman.

Absent Trustee Sklom and Prater.

1. Introduction of Guests

Deb Beasley from the Children’s Department.

Public comment:

None.

1. Staff presentation – Deb Beasley

Deb presented the board with a brief presentation of her day to day duties in the children’s department.

1. Reading of Regular Meeting Minutes

Trustee Mason-Terzakis motioned the approval of the regular minutes.

AYES: All

1. Financial Report

Trustee Mason-Terzakis motioned the payables in the amount of $31,128.37

AYES: All

* 1. Revenue & Expense
  2. Payables
  3. Balance Sheet

1. Director’s Report
   1. Ref. Coordinator position updates
   2. Beverly Review Article
   3. OCLC Contract
   4. Insurance renewal
   5. Farmer’s Market Schedule
   6. Employee Responsibilities
2. Old Business
   1. Employee Responsibility Policy

Trustee Castillo motioned Trustee Brown seconded the approval of the Employee Responsibility Policy.

1. New Business
   1. Library Cards

New library cards will be issued every 3 years. New library cards will be purchased in the next few months.

* 1. Insurance renewal

Trustee Orozco motioned Trustee Perez seconded the insurance renewal premium at $13,117.00

* 1. Hot Spot Policy

Trustee Brown motioned Trustee Chauncey seconded to accept the Hot Spot Policy as presented.

1. Legislative Updates
   1. Tax Freeze (probable, if passed would freeze based on 2015 levy)
   2. OMA (see summary in packet)
   3. FLSA (re: exempt employees and salaries, etc., discussed previously, potential to pass within 2 months, need to enforce near September 1) (action)
2. General Communication
   1. Thank you note from Blue Cap
3. Adjournment

Trustee Orozco motioned to adjourn the meeting at 8:25pm.

The next meeting of the Blue Island Public Library Board of Trustees will be

Wednesday, June15, 2016

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.