

HILLSIDE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

October 15, 2014

1. CALL TO ORDER:

Vice President Gloria Whitaker called the meeting to order at 7:07 p.m.

A. Public comments: Visitors are asked to identify themselves by full name and address, at this time and present any issues they wish to discuss.

Comments shall be limited to 5 minutes and the Board President may shorten or lengthen a person's opportunity to speak. No more than 20 minutes shall be allowed to each subject under discussion, except with unanimous consent of the Board.

PRESENT: Maureen Sypkens, Claudell Johnson, Donna Kassar, Heide Metzger, Bill Spain Mary Wajda and Gloria Whitaker.

APPROVAL OF MINUTES:

Claudell Johnson made a motion to:

ACCEPT THE MINUTES OF THE SEPTEMBER 17, 2014 REGULAR BOARD MEETING FOR THE HILLSIDE PUBLIC LIBRARY.

Bill Spain seconded the motion. Motion carried by roll call vote.

No abstentions and no dissensions. 7 Ayes 0 Nays.

2. REPORTS OF THE OFFICERS:

A. PRESIDENT'S REPORT: None.

B. SECRETARY'S REPORT: None.

C. TREASURER'S REPORT: Bill Spain presented the Treasurer's Report for October 2014.

1. The review of the Resolution dated October 15, 2014 covering expenses for the month of September 2014 filed under separate cover for audit in the Hillside Public Library were presented:

EXPENDITURES AS OF SEPTEMBER 30, 2014:

| | | |
|---------------------------|----|-----------|
| GENERAL EXPENSES | \$ | |
| PAYROLL EXPENSES | | 43,213.45 |
| <u>TOTAL EXPENDITURES</u> | \$ | 43,213.45 |

RECEIPTS AS OF OCTOBER 15, 2014:

| | | |
|------------------------------|----|-----------|
| FINES, FEES AND MISC. INCOME | \$ | 1,712.59 |
| GIFTS | | |
| INTEREST INCOME | \$ | 21.63 |
| PER CAPITA GRANT | \$ | |
| REVENUE SHARING | \$ | |
| TAXES PRIOR YEARS | \$ | 3,938.65 |
| TAXES CURRENT | \$ | 18,026.25 |
| TAXES DEFERRED | \$ | |
| CORPORATE REPLACEMENT TAXES | \$ | |
| OTHER | \$ | 20,330.73 |

TOTAL RECEIPTS \$ 44,029.85

2. Ratification and Confirmation of Investments:
 Transfer \$24,000.00 from Illinois Funds to Republic Bank.
 Transfer \$43,416.95 from Illinois Funds to Republic Bank.

Motion made by Bill Spain to:
 DELAY A REVIEW OF THE TREASURER'S REPORT AND A
 REVIEW OF THE BILLS UNTIL OUR NEXT MEETING. Motion
 seconded by Claudell Johnson. Motion carried by roll call vote. No
 abstentions and no dissensions. 7 Ayes 0 Nays.

ADMINISTRATIVE LIBRARIAN

- SWAN is continuing the process of getting all the information they use for the purpose of migration. This information will be used to set up each library's unique Enterprise installation, integrating your online resources through Ebsco Discovery Services and E-Resource Central. The information will be shared with SirsiDynix as they continue to develop new integrations and form the basis of an ongoing SWAN inventory. This was completed and sent to SWAN.
- Patron Incidents – On Tuesday, October 7th the police chief and several detectives entered the library and asked us questions regarding a group of patrons who have been gathering on the street near the front of the library smoking pot. We answered the questions we were able to and then several people were questioned by the officers. Doug asked the police chief about the patron we have an indefinite ban on and he said that the person was warned not to return to the library and the officers are aware of this, and if he does return we should call and he will be arrested for trespassing.
- The Per Capita Grant–2015 has been filed. This grant money would be used to help us make a more complete transition to electronic sources. A lot of the print books and magazines are no longer being published. Replacing books and magazines that are no longer in print is a beginning to this process, but it is only a single step. In April the SWAN libraries will migrate to a newer, more modern and feature rich ILS. SIRSI products will have unlimited licenses, mobile capabilities and full EBook integration. Our librarians will be able to access our digital books with the patron and compare the digital information with them as they review available print information. The capability to check out a physical book while assisting the patron is also a possibility. Because of these changes we would use the grant funds to add to our purchased eBook collection, add digital magazines to our patron offerings and mobilize our reference staff with mobile devices that can enhance the patron experience. Added bonuses for the library are more space will be available for different uses, more efficient interactions with patrons, and improved customer service.

- We have two English as a Second Language classes going. We are very proud of that.

D. COMMITTEE REPORTS

1. ADMINISTRATION – None.
2. BUSINESS/FINANCE – None.

UNFINISHED BUSINESS - None

NEW BUSINESS –

A. Levy – Bill Spain made a motion to: ACCEPT THE TAX LEVY FOR FY 2014-2015. Motion seconded by Gloria Whitaker.

Motion carried by roll call vote. No abstentions and no dissensions. 7 Ayes 0 Nays.

B. Building Remodeling – Questions and priorities – Mayor

Tamburino has requested that the Library Board of Trustees meet with the Village Board to discuss plans for the future.

ANNOUNCEMENTS – None.

REMINDERS – Next meeting is Wednesday, November 19, 2014.

ADJOURNMENT – A motion was made to adjourn the meeting by Claudell Johnson and seconded by Bill Spain. The meeting adjourned at 8:00 p.m.