

HILLSIDE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

January 16, 2013

1. CALL TO ORDER:

President Donna Kassar called the meeting to order at 7:05 p.m.

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

ABSENT: Bill Spain

GUESTS: Steve Larson, Ehlers and Associates

Kelly Mathieu, Pres., Friends of the Library

2. APPROVAL OF MINUTES:

MaryWajda made a motion to:

ACCEPT THE MINUTES OF THE NOVEMBER 14, 2012
REGULAR BOARD MEETING FOR THE HILLSIDE PUBLIC
LIBRARY.

Maureen Sypkens seconded the motion. Motion carried by roll
call vote. No abstentions and no dissensions. 6 Ayes 0 Nays 1
Absentee.

3. 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 December 2012 and January 2013.

1. The review of the Resolution dated December 19, 2012
covering expenses for the month of November 2012 filed
under separate cover for audit in the Hillside Public Library
were presented:

EXPENDITURES AS OF DECEMBER 19, 2012:

GENERAL EXPENSES	\$ 20,583.65
PAYROLL	<u>61,379.06</u>
TOTAL EXPENDITURES	\$ 81,962.71

RECEIPTS AS OF DECEMBER 19, 2012:

FINES, FEES AND MISC. INCOME	\$ 2,060.78
GIFTS	
INTEREST INCOME	\$ 132.81
PER CAPITA GRANT	

REVENUE SHARING	
TAXES PRIOR YEARS	
TAXES CURRENT	\$ 1,968.86
TAXES DEFERRED	\$
CORPORATE REPLACEMENT TAXES	\$
OTHER	
<u>TOTAL RECEIPTS</u>	\$ 4,162.45

2. Ratification and Confirmation of Investments:
Transfer \$23,000.00 from Illinois Funds to Republic Bank.
Transfer \$43,291.07 from Illinois Funds to Republic Bank.
3. The review of the Resolution dated January 16, 2013 covering expenses for the month of December 2012 filed under separate cover for audit in the Hillside Public Library were presented:

EXPENDITURES AS OF DECEMBER 31, 2012:

GENERAL EXPENSES	\$ 29,192.23
PAYROLL	<u>40,857.47</u>
TOTAL EXPENDITURES	\$ 70,049.70

RECEIPTS AS OF JANUARY 16, 2013:

FINES, FEES & MISC. INCOME	\$ 1,966.59
GIFTS	\$
INTEREST INCOME	\$ 114.27
PER CAPITA GRANT	\$
REVENUE SHARING	\$
TAXES PRIOR YEARS	\$
TAXES CURRENT	\$ 406.88
TAXES DEFERRED	\$
CORPORATE REPLACEMENT TAXES	\$
OTHER	\$ 7,166.50
<u>TOTAL RECEIPTS</u>	\$ 9,654.04

4. Ratification and Confirmation of Investments:
Transfer \$41,053.47 from Illinois Funds to Republic Bank.
Transfer \$17,000.00 within Republic Bank.
Motion made by Claudell Johnson to:
APPROVE THE TREASURER'S REPORT (with the addition of \$9.00 Interest on taxes) AND ACCEPT THE FINANCIAL

STATEMENTS FOR AUDIT AND PAY ALL BILLS PRESENTED IN THE RESOLUTIONS FOR DECEMBER 2012 AND JANUARY 2013. Motion seconded by Heide Metzger. Motion carried by roll call vote. No abstentions and no dissensions. 6 Ayes 0 Nays 1 Absentee.

The Board of Trustees finalized the monthly Treasurer's Report by signing all checks as listed in the December 2012 and January 2013 Resolutions and summarized above.

D. ADMINISTRATIVE LIBRARIAN:

- Deirdre (Dee) Brennan is the new Executive Director of SWAN/RAILS. The big thing that will affect us is that SWAN is in the process of replacing all of the servers. They should be in place by February.
- January brings the requirement to mark our calendars for June 20, 2025, to host a community celebration and open the Time Capsule buried in cement at our front entrance.
- The Statement of Economic Interest from the Cook County Clerk's office was passed around for review and initialed by the Board members.
- The State Library has initiated an on-line library certification. This is basically to let them know that we are a member of the library system and that we are available to receive grants etc.
- The Museum Adventure Pass Program provides free admission to cultural destinations throughout the Chicago area to library card holders at suburban public libraries. Funding by Macy's ended December 31, 2012. Innovation Experts has taken over the program and have added Legoland as a sponsor as well as a museum offering passes to each library. They will continue to work on adding new museums to the program.
- A vandalism incident was reported to the police on January 7th. There were gang symbols written on the diaper changing station in the Men's Room when the routine inspection was made at closing time. The Board agreed with Doug that three young men who are an ongoing source of trouble and harassment should be expelled from the library

until after Memorial Day. Claudell suggested writing a letter to the parents, and the Board agreed to that.

- LIMRiCC is a joint self-insurance pool that we have been participating in. Members who have been in the group for five years or more receive a distribution of excess funds. In October 2012 we completed 15 years with this pool and received a distribution of \$7,166.50.

E. COMMITTEE REPORTS:

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

F. UNFINISHED BUSINESS :

1. Building – Doug introduced Steve Larson who is with Ehlers, Inc. He explained the various financial options available to the library regarding the costs for building renovations and repairs.
 2. Status of approved roof project and boiler replacement project –the status on the roof and boiler is that drawings and bids will be issued on February 11. Open bids on March 1st and at the March Board meeting the Board can select and approve those bids.
 3. Friends of the Library Status – Kelly Mathieu, the new president of the Friends reported that there are now 18 members. Doug asked that she keep him informed on their activities and he would update the Board. They have their elected officers and they are growing.
3. NEW BUSINESS – In January, the Library By-Laws pertaining to certain library fees and fines, which are waived for members of the Board of Trustees must be reviewed. A motion was made by Heide Metzger to: **KEEP THE FEES TO BE WAIVED AS THEY CURRENTLY STAND.** Motion seconded by Claudell Johnson. Motion carried by roll call vote. No abstentions and no dissensions. 6 Ayes 0 Nays 1 Absentee.
 4. ANNOUNCEMENTS – Doug announced that the American Library Association is having its local conference at McCormick Place the end of June. The next meeting is Wednesday, February 20, 2013.
 5. ADJOURNMENT – A motion was made to adjourn the meeting by Claudell Johnson and seconded by Gloria Whitaker. The meeting adjourned at 8:20 p.m.