

HILLSIDE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

June 20, 2012

1. CALL TO ORDER:

Vice President Maureen Sypkens called the meeting to order at 7:07 p.m.
Present: Donna Kassar, Bill Spain, Maureen Sypkens, Mary Wajda and
Gloria Whitaker.

ABSENT: Claudell Johnson, Heide Metzger.

APPROVAL OF MINUTES:

Maureen Sypkens made a motion to:

ACCEPT THE MINUTES OF THE MAY 16, 2012 REGULAR BOARD
MEETING FOR THE HILLSIDE PUBLIC LIBRARY.

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

No abstentions and no dissensions. 5 Ayes 0 Nays 2 Absentees.

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 June 2012.

1. The review of the Resolution dated June 20, 2012 covering expenses
for the month of May 2012 filed under separate cover for audit in the
Hillside Public Library were presented:

EXPENDITURES AS OF JUNE 20, 2012:

GENERAL EXPENSES	\$ 37,402.06
PAYROLL EXPENSES	40,010.32
<u>TOTAL EXPENDITURES</u>	\$ 77,412.38

RECEIPTS AS OF MAY 31, 2012:

FINES, FEES AND MISC. INCOME	\$ 1,624.27
GIFTS	
INTEREST INCOME	\$ 107.68
PER CAPITA GRANT	\$
REVENUE SHARING	\$
TAXES PRIOR YEARS	\$ 1,033.23
TAXES CURRENT	\$ 4,221.04
TAXES DEFERRED	\$
CORPORATE REPLACEMENT TAXES	\$
OTHER	\$ 954.43
<u>TOTAL RECEIPTS</u>	\$ 7,940.65

2. Ratification and Confirmation of Investments:

Transfer \$50,000.00 from Illinois Funds to Republic Bank.

Transfer \$58,567.55 from Illinois Funds to Republic Bank.
Republic Bank.

Motion made by Gloria Whitaker to:

APPROVE THE TREASURER'S REPORT AND ACCEPT THE FINANCIAL STATEMENT FOR AUDIT AND PAY ALL BILLS PRESENTED IN THE RESOLUTION FOR JUNE 2012. Motion seconded by Mary Wajda. Motion carried by roll call vote. No abstentions and no dissensions. 5 Ayes 0 Nays 2 Absentees .

The Board of Trustees finalized the monthly Treasurer's Report by signing all checks as listed in the June 2012 Resolution and summarized above.

D. ADMINISTRATIVE LIBRARIAN

- RAILS and SWAN are looking for a permanent director. Three people have been selected as finalists, and an announcement should be made soon. They are working on a draft for a Resource Sharing Policy for all of the Northern Illinois libraries.
- Doug is now Treasurer for the LACONI Board. This group was founded in 1954 to introduce library staff to new technologies and ideas, best practices and popular programs for children and adults.
- Several deep sink holes appeared in the side drive handicapped parking spaces. Doug contacted the Village and the holes have been filled in with asphalt.
- The annual Book Sale will be held outdoors on Friday, June 22 from 10:00 to 4:00.
- There have been problems with our electronic recycling program recently. Items such as a large TV have been left by the door as well as computer items dropped off by the dumpster. Doug has posted signs in an effort to correct this problem.
- Doug is working with SAM to see how many hours our computers are being used. We are generous with time allotted and as a consequence are drawing patrons from nearby communities whose policies allow for less time.
- The summer reading program has started, and Maura has signed up over 200 children.

E. COMMITTEE REPORTS

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

F. UNFINISHED BUSINESS

1. Interviews with the architects will be scheduled for the dates of July 10, 11 and 12 from 5:00 -7:00 p.m. Alternate dates would be July 24, 25 and 26.

G. NEW BUSINESS

1. Maureen Sypkens made a motion to: APPROVE AN ORDINANCE ADOPTING PREVAILING WAGE RATE TO BE

PAID TO LABORERS, MECHANICS, AND OTHER WORKERS PERFORMING CONSTRUCTION OF PUBLIC WORKS FOR THE HILLSIDE PUBLIC LIBRARY. Bill Spain seconded the motion. Motion carried by roll call vote. No abstentions and no dissensions. 5 Ayes 0 Nays 2 Absentees.

2. Bill Spain made a motion to: APPROVE THE ANNUAL FINANCIAL STATEMENT. Gloria Whitaker seconded the motion. Motion carried by roll call vote. No abstentions and no dissensions. 5 Ayes 0 Nays 2 Absentees.
 3. A Resolution for Transfer of Certain Funds from the General Library Fund to the Building Reserve Fund was approved at the May meeting. The Secretary signed the Resolution.
- H. ANNOUNCEMENTS
1. Next meeting is Wednesday, July 18, 2012.
ADJOURNMENT - A motion was made to adjourn the meeting by Bill Spain and seconded by Maureen Sypkens. The meeting adjourned at 7:40 p.m.