

HAMMOND PUBLIC LIBRARY
MINUTES OF THE MEETING HELD ON JULY 29, 2014
HARRIET M. SCHLESINGER BOARD ROOM

PRESIDING: Paul Taylor - President

BOARD MEMBERS PRESENT:

Hester Cannon
Albertine Dent
Caryn Janiga
Louis Karubas
Carol A. Odom
Allan Zlatarich

OTHER PERSONS PRESENT:

Sherri Ervin, Head of Circulation Services
Whitney Chapman, Administrative Services Manager
Cornell White, Administrative Services
Pat Deering, Information Services
Pam Danko, Hammond resident
Dennis Danko, Hammond resident
Hannah Cherry, Hammond resident

The meeting was called to order at 5:30 p.m.

Mrs. Ervin informed the Board that she would proxy in place of Mrs. Greenleaf who could not attend the meeting.

NOTICE OF THE MEETING

The Secretary, Allan Zlatarich, certified:

THAT notice of the meeting was given by mailing on July 23, 2014 and posting of the agenda in the Circulation Department and outside the Harriet M. Schlesinger Board Room on July 23 – 29, 2014.

PUBLIC EXPRESSION

Ms. Dent then made the motion:

THAT the floor be opened for public expression.

Seconded by: Ms. Odom

Action: Unanimously carried

There was no one present who wished to speak.

Ms. Dent then made the motion:

THAT public expression be closed.

Seconded by: Ms. Odom

Action: Unanimously carried

APPROVAL OF MINUTES

The Minutes of the June 24, 2014 Regular Board Meeting were considered.

There were no corrections or additions.

Ms. Janiga then made the motion:

THAT the Minutes of the June 24, 2014 Regular Board Meeting be approved as circulated.

Seconded by: Ms. Cannon

Action: Unanimously carried

FINANCIAL REPORT

Ms. Janiga recommended claims #440 through #527 be approved for payment.

Mr. Karubas asked if the electricity costs had gone down. Mr. White answered that there has been a slight decrease in the NIPSCO bill because of the new computers. The new computer screens burn less energy and operate more efficiently than the previous computers.

Mr. Karubas asked why the library paid \$25,000 to Business System Integrators this month. Mr. White explained the claims were for Envisionware issues, installation of large display screens, the installation of wireless printing, and technical support. Mr. Taylor asked that the Business System contract be presented at the next board meeting along with a detailed explanation on all future invoices that are not covered under the contract.

Ms. Cannon then made the motion:

THAT claims #440 through #527 be approved for payment.

Seconded by: Ms. Odom

Action: Unanimously carried

Mrs. Ervin recommended the Library seek an advance on taxes payable December 2014.

Ms. Dent then made the motion:

THAT the Library request a Tax Advance.

Seconded by: Ms. Janiga

Action: Unanimously carried

MEETINGS AND CONFERENCES

Mrs. Ervin recommended the following conference:

“NILBA Meeting w/guest speakers Karen Ainslie and Steve Schmidt” Westchester Public Library, July 30, 2014, Sherri Ervin, Carol Odom, Allan Zlatarich, and Albertine Dent.

Ms. Dent then made the motion:

THAT the Board approve the attendance at “NILBA Meeting w/guest speakers Karen Ainslie and Steve Schmidt” Westchester Public Library, July 30, 2014, Sherri Ervin, Carol Odom, Allan Zlatarich, and Albertine Dent.

Seconded by: Ms. Odom

Action: Unanimously carried

STEP INCREASES

Mrs. Ervin reported to the board that the Labor/Management Committee along with the library’s attorney met on July 21, 2014 to discuss wage negotiations. The Union will meet August 15, 2014 to vote on management’s proposal.

DRAFT 2015 OPERATING FUND BUDGET

Mrs. Ervin presented the draft 2015 Operating Fund Budget for the board’s consideration. Mrs. Greenleaf will have the completed budget forms ready for the August meeting for the Board’s approval.

The board briefly discussed the 2015 Operating Fund Budget.

ADVOCACY MEETING REPORT

Mrs. Ervin presented the minutes of the June 17, 2014 Advocacy Meeting.

NEW BUSINESS/ PERSONNEL UPDATES

Mrs. Ervin reported on the hiring of Len Daron, Page, Information Services 1-1, effective 06/27/14.

CALENDAR

August 5, 2014, Executive Session, Harriet M. Schlesinger Board Room, 5:30 p.m.

August 26, 2014, Regular Board Meeting, Harriet M. Schlesinger Board Room, 5:30 p.m.

ADJOURNMENT

Ms. Dent then made the motion:

THAT the meeting adjourn.

Seconded by: Ms. Odom

Action: Unanimously carried

The meeting adjourned at 5:55 p.m.

President
