

HAMMOND PUBLIC LIBRARY
MINUTES OF THE MEETING HELD ON JANUARY 27, 2015
HARRIET M. SCHLESINGER BOARD ROOM

PRESIDING: Paul Taylor - President

BOARD MEMBERS PRESENT:

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

BOARD MEMBERS ABSENT:

Hester Cannon

OTHER PERSONS PRESENT:

René L. Greenleaf, Executive Director
Whitney Chapman, Administrative Services Manager
Mary Schons, Head of Information Services
Cornell White, Administrative Services
Jason Scott, Technical Services
Patricia Deering, Information Services
Richard Lytle, Information Services
Warren L. Ellis, Foundation Board

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

NOTICE OF THE MEETING

The Secretary, Allan Zlatarich, certified:

THAT notice of the meeting was given by mailing on January 20, 2015 and posting of the agenda in the Circulation Department and outside the Harriet M. Schlesinger Board Room from January 20 – 27, 2015.

BOARD OF FINANCE

Mr. Taylor called the Board of Finance to order.

Ms. Dent then made the motion:

THAT Paul Taylor be nominated President of the Hammond Public Library Board of Finance for 2015.

Seconded by: Ms. Odom

Action: Unanimously carried

Ms. Janiga then made the motion:

THAT Mr. Zlatarich be nominated Secretary of the Hammond Public Library Board of Finance.

Seconded by: Ms. Dent

Action: Unanimously carried

Mr. Taylor presided over the Board of Finance Meeting.

Mrs. Greenleaf explained the investment policy. There were no 2014 investments for the Operating Fund. Mr. Taylor requested an investment report for the Operating Fund and Gift and Memorial Fund be presented to the Board at the February meeting.

Mrs. Greenleaf recommended the Board designate The Times and Post-Tribune newspapers for publication of notices.

Ms. Dent then made the motion:

THAT the Board designate The Times and Post-Tribune newspapers for publication of notices.

Seconded by: Ms. Odom

Action: Unanimously carried

Ms. Janiga then made the motion:

THAT the Board of Finance adjourn and reconvene as the Hammond Public Library Board of Trustees.

Seconded by: Ms. Dent

Action: Unanimously carried

PUBLIC EXPRESSION

Ms. Odom then made the motion:

THAT the floor be opened for public expression.

Seconded by: Ms. Dent

Action: Unanimously carried

Ms. Schons thanked the Board for the bonus that was received in December. Mrs. Greenleaf presented thank you cards to the Board from staff.

Ms. Dent then made the motion:

THAT public expression be closed.

Seconded by: Ms. Janiga

Action: Unanimously carried

APPROVAL OF MINUTES

The Minutes of the December 16, 2014 Regular Board Meeting and January 20, 2015 Executive Session were considered.

There were no corrections or additions.

Ms. Odom then made the motion:

THAT the Minutes of the December 16, 2014 Regular Board Meeting and January 20, 2015 Executive Session be approved as circulated.

Seconded by: Ms. Dent

Action: Unanimously carried

FINANCIAL REPORT

Ms. Janiga recommended claims #871 through #904 and #1 through #64 be approved for payment.

Ms. Odom then made the motion:

THAT claims #871 through #904 and #1 through #64 be approved for payment.

Seconded by: Mr. Zlatarich

Action: Unanimously carried

Mrs. Greenleaf recommended the Library seek an advance on taxes payable December 2015.

Ms. Janiga then made the motion:

THAT the Library request a Tax Advance.

Seconded by: Ms. Dent

Action: Unanimously carried

ADVOCACY COMMITTEE MEETING

Mrs. Greenleaf informed the Board that the January Advocacy Committee Meeting was canceled.

RETIREMENT

Mrs. Greenleaf reported on the retirement of Maria Case, Information Services Librarian Floater, effective March 31, 2015.

PUBLIC EXPRESSION

Ms. Odom then made the motion:

THAT the floor be opened for public expression.

Seconded by: Mr. Zlatarich

Action: Unanimously carried

There was no one present who wished to speak.

Ms. Janiga then made the motion:

THAT public expression be closed.

Seconded by: Ms. Dent

Action: Unanimously carried

CALENDAR

February 24, 2015, Regular Board Meeting, Harriet M. Schlesinger Board Room, 5:30 p.m.

February 24, 2015, Executive Session, Harriet M. Schlesinger Board Room, immediately following regular board meeting

March 10, 2015, Friends Appreciation Brunch, Community Room, 11:00 a.m. – 12:30 p.m.

ADJOURNMENT

Ms. Dent then made the motion:

THAT the meeting adjourn.

Seconded by: Ms. Odom

Action: Unanimously carried

The meeting adjourned at 6:00 p.m.

President

Secretary