

HAMMOND PUBLIC LIBRARY
MINUTES OF THE MEETING HELD ON FEBRUARY 24, 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
Cornell White, Administrative Services
Jason Scott, Technical Services
Patricia Deering, Information Services
Richard Lytle, Information Services

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 February 18, 2015 and posting of the agenda in the Circulation Department and outside the Harriet M. Schlesinger Board Room from February 18 – 24, 2015.

BOARD OF FINANCE

Mr. Taylor called the Board of Finance to order.

Mr. Taylor presided over the Board of Finance Meeting.

Mrs. Greenleaf presented the 2014 investment report for review and recommended authorization of investment for funds in 2015.

Ms. Odom then made the motion:

THAT the Library invest funds for 2015.

Seconded by: Mr. Zlatarich

Action: Unanimously carried

Ms. Dent then made the motion:

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

Seconded by: Ms. Odom

Action: Unanimously carried

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 January 27, 2015 Regular Board Meeting and Executive Session were considered.

Ms. Odom asked that the January 27, 2015 Regular Board Meeting minutes be corrected and brought back in March.

Ms. Dent then made the motion:

THAT the minutes of the January 27, 2015 Executive Session be approved as circulated.

Seconded by: Mr. Zlatarich

Action: Unanimously carried

FINANCIAL REPORT

Ms. Janiga recommended claims #65 through #134 be approved for payment.

Mr. Karubas asked how often the Library receives a bill from Pest Control. Mr. White reported that the Pest Control bill is an annual cost.

Ms. Janiga then made the motion:

THAT claims #65 through #134 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. Odom then made the motion:

THAT the Library request a Tax Advance.

Seconded by: Ms. Dent

Action: Unanimously carried

WEB PAGE

Mrs. Greenleaf provided an update on the status of the web page. She's in contact with Dr. Jian, Professor of Computer Information Technology, on having a paid intern develop the web page. She will follow up with the board when more details become available.

ADVOCACY COMMITTEE MEETING

Mrs. Greenleaf presented the Advocacy Committee Minutes from the February 17, 2015 meeting. The next meeting is scheduled for March 24, 2015 at 5:30 in the Harriet M. Schlesinger Board Room.

PUBLIC EXPRESSION

Ms. Dent then made the motion:

THAT the floor be opened for public expression.

Seconded by: Mr. Zlatarich

Action: Unanimously carried

Mrs. Deering stated that this was the first she's heard of a paid intern. Usually interns who volunteer at the Library are unpaid. She requested more information about the paid internship as it becomes available.

Ms. Dent then made the motion:

THAT public expression be closed.

Seconded by: Ms. Odom

Action: Unanimously carried

CALENDAR

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

March 24, 2015, Advocacy Committee Meeting, Harriet M. Schlesinger Board Room, 5:30 p.m.

March 31, 2015, Regular Board Meeting, Harriet M. Schlesinger Board Room, 5:30 p.m.

March 31, 2015, Executive Session, Harriet M. Schlesinger Board Room, immediately following regular board meeting

ADJOURNMENT

Ms. Dent then made the motion:

THAT the meeting adjourn.

Seconded by: Mr. Zlatarich

Action: Unanimously carried

The meeting adjourned at 6:05 p.m.

President

Secretary