

HAMMOND PUBLIC LIBRARY
MINUTES OF THE MEETING HELD ON AUGUST 25, 2015
HARRIET M. SCHLESINGER BOARD ROOM

PRESIDING: Paul Taylor - President

BOARD MEMBERS PRESENT:

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

OTHER PERSONS PRESENT:

René L. Greenleaf, Executive Director
Whitney Chapman, Administrative Services Manager
Allison Piech, Head of Youth Services
Cornell White, Administrative Services
Pat Deering, AFSCME Local 1448 President
Richard Lytle, Information Services
Janet Venecz, Councilwoman-at-Large

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 August 18, 2015 and posting of the agenda in the Circulation Department and outside the Harriet M. Schlesinger Board Room from August 18 – 25, 2015.

PUBLIC EXPRESSION

Ms. Janiga then made the motion:

THAT the floor be opened for public expression.

Seconded by: Mr. Zlatarich

Action: Unanimously carried

Mrs. Deering informed the Board that the contract was ratified, but it was not unanimous and there was dissension amongst the Union members. The Union feels the ratified contract was a step backwards and not forward. Mrs. Deering suggested a board member attend the next contract negotiation meeting.

Ms. Janiga then made the motion:

THAT public expression be closed.

Seconded by: Ms. Dent

Action: Unanimously carried

APPROVAL OF MINUTES

The minutes of the July 28, 2015 Regular Board Meeting and July 28, 2015 Executive Session were considered.

Ms. Herbert then made the motion:

THAT the minutes of the July 28, 2015 Regular Board Meeting and July 28, 2015 Executive Session be approved as circulated.

Seconded by: Mr. Zlatarich

Action: Unanimously carried

FINANCIAL REPORT

Ms. Janiga recommended claims #552 through #627 be approved for payment.

Ms. Odom then made the motion:

THAT claims #552 through #627 be approved for payment.

Seconded by: Ms. Dent

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: Mr. Zlatarich

Action: Unanimously carried

APPROVAL OF THE 2016 BUDGET FOR PUBLICATION

Mrs. Greenleaf recommended the 2016 Operating Budget of \$3,133,378; the 2016 Lease Rental Budget of \$1,103,000; and the 2016 Rainy Day Budget of \$100,000 be advertised as presented.

Ms. Janiga then made the motion:

THAT the Board approve the advertisement of the 2016 Operating Budget of \$3,133,378, the 2016 Lease Rental of Budget of \$1,103,000; and the 2016 Rainy Day Budget of \$100,000 as presented.

Seconded by: Ms. Dent

Action: Unanimously carried

UNION CONTRACT

Mrs. Greenleaf recommended the Board approve the Agreement between the Hammond Public Library and the Hammond Public Library Employees' Union, Local 1448, IN-KY Organizing Committee 962, American Federation of State, County, and Municipal Employees, AFL-CIO.

Ms. Herbert then made the motion:

THAT the Board approve the Agreement between the Hammond Public Library and the Hammond Public Library Employees' Union, Local 1448, IN-KY Organizing Committee 962, American Federation of State, County, and Municipal Employees, AFL-CIO.

Seconded by: Ms. Janiga

Action: Unanimously carried

STEP INCREASE FOR EMPLOYEES

Mrs. Greenleaf recommended staff who have been at the same grade and step for twelve consecutive months between July 1, 2015 and June 30, 2016 and have not stepped out be advanced to the next step on the Salary Schedule. Mrs. Greenleaf reported the total cost of the step increases for the 15 eligible employees is \$4,600.

Ms. Dent then made the motion:

THAT staff who have been at the same grade and step level for twelve consecutive months, between July 1, 2015 and June 30, 2016, and have not stepped out, be advanced to the next step on the Salary Schedule.

Seconded by: Ms. Odom

Action: Unanimously carried

BP 4101 SALARY SCHEDULE

Mrs. Greenleaf presented revised BP 4101 Salary Schedule. The revised policy includes a 3% increase. Mrs. Greenleaf recommended waiving the first reading and accepting the policy as presented.

Mr. Taylor asked that all revised policies be presented to the Board using the strike-through and red lined revision method.

Ms. Herbert then made the motion:

THAT the Board waive the first reading and approve revised BP 4101 Salary Schedule as presented.

Seconded by: Mr. Zlatarich

Action: Unanimously carried

SALARY ADJUSTMENTS

Mrs. Greenleaf recommended that the staff who are not represented by the Union receive the same salary adjustment and advance on the Salary Schedule.

Ms. Janiga then made the motion:

THAT staff who are not represented by the Union receive the same salary adjustment and advance on the Salary Schedule.

Seconded by: Ms. Odom

Action: Unanimously carried

HEALTH INSURANCE

The health insurance renewal is September 1st. The Labor Management Committee agreed to continue coverage with United Healthcare for health insurance only. The library is offering three plans: the Core plan, a reduced plan that does not include some prime hospitals in Illinois; and two Choice Plus plans. Dental, life, and disability insurance will be offered through Guardian.

ELIMINATING ONE PUBLIC EXPRESSION FORUM

The Board discussed having one Public Expression forum. The majority of board members would like to continue to have two public expression forums which gives the public a chance to speak before and after the vote.

Mrs. Greenleaf recommended the Board suspend the rules to include three new business items.

Mrs. Dent then made the motion:

THAT the Board suspend the rules and include three new business items.

Seconded by: Ms. Janiga

Action: Unanimously carried

NEW BUSINESS/PERSONNEL UPDATES

Mrs. Greenleaf reported the following items:

1. Discussed participating in the Veteran's Appreciation and Christmas parade.
2. NILBA Meeting
3. ILF Annual Conference

The meetings will be included in the September agenda under Action Items.

Mrs. Greenleaf applauded Ms. Odom for taking a leadership stance and all the hard work, time and effort she gives for the Foundation.

TRANSFER

Mrs. Greenleaf reported on the transfer of Elizabeth Samaniego from Senior Information Services Library, 7-2, to Youth Services Librarian, 6-5, effective 8/31/15.

EXTENDED MEDICAL LEAVE OF ABSENCE

Mrs. Greenleaf reported on the extended medical leave of absence for Billy Paz, 3-7, Janitor, 8/7/15 – 11/7/15.

PUBLIC EXPRESSION

Ms. Dent then made the motion:

THAT the floor be opened for public expression.

Seconded by: Mr. Zlatarich

Action: Unanimously carried

Mr. Lytle informed the Board that he's published a new book.

Mr. Lytle was on the contract negotiation committee and was not pleased with the outcome. He believes the new earned time policy is more of a hassle and will not solve anything.

Mrs. Deering believes staff are retiring at a young age and the Board needs to step back and look at the reasons why.

Ms. Janiga then made the motion:

THAT public expression be closed.

Seconded by: Mr. Zlatarich

Action: Unanimously carried

CALENDAR

September 29, 2015, 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. Janiga

Action: Unanimously carried

The meeting adjourned at 6:25 p.m.

President

Secretary