HAMMOND PUBLIC LIBRARY
MINUTES OF THE MEETING HELD ON JULY 28, 2015
HARRIET M. SCHLESINGER BOARD ROOM

PRESIDING: Paul Taylor - President

BOARD MEMBERS PRESENT:
Albertine Dent
Carol A. Odom
Caryn Janiga
Louis Karubas
Allan Zlatarich

BOARD MEMBERS ABSENT:
Anne Herbert

OTHER PERSONS PRESENT:
René L. Greenleaf, Executive Director (via conference call)
Whitney Chapman, Administrative Services Manager
Allison Piech, Head of Youth Services
Mary Schons, Head of Information Services
Cornell White, Administrative Services
Pat Deering, 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 July 22, 2015 and posting of the agenda in the Circulation Department and outside the Harriet M. Schlesinger Board Room from July 22 – 28, 2015.

PUBLIC EXPRESSION

Ms. Janiga then made the motion:

THAT the floor be opened for public expression.

Seconded by: Ms. Dent Action: Unanimously carried

Ms. Schons reported that Information Services staff would be happy to work with the Friends or the Foundation on the upcoming Bizarre Bazaar event. Information Services staff recently had a department meeting and has a lot of exciting and creative ideas.

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 June 30, 2015 Regular Board Meeting were considered.

There was much discussion on amending the minutes. Mr. Taylor requested the minutes be amended to include a statement requesting a copy of past NIPSCO statements. There was a motion on the floor to amend the minutes, but no second.

Ms. Dent then made the motion:

THAT the minutes of the June 30, 2015 Regular Board Meeting be approved as circulated.

Seconded by: Mr. Zlatarich Action: Aye - Ms. Odom
Ms. Dent
Ms. Janiga
Mr. Zlatarich
Mr. Karubas
Nay -Mr. Taylor
Motion: Carried

FINANCIAL REPORT

Ms. Janiga recommended claims #480 through #551 be approved for payment.

The Board discussed cut off dates for claims and claims that are paid before the Board approves the financial statement. Mr. White explained that there are bills that must be paid before the Board approves the claims list to prevent late charges and possible shut-offs. He also explained that the cut off dates for claims differ each month because the board meeting falls on a different date.

Ms. Odom then made the motion:

THAT claims #480 through #551 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: Ms. Dent Action: Unanimously carried

DRAFT 2016 OPERATING FUND BUDGET

The Board reviewed the 2016 Operating Fund Budget. Mr. Karubas asked what the total 2016 Budget including the Lease Rental Fund and Rainy Day Fund. Mr. White reported the Rainy Day Budget is $100,000; Lease Rental Budget is $1,103,000; and the Operating Budget is $3,133,378. The grand total is $4,336,378.

PLANNING RETREAT

Mrs. Greenleaf discussed planning a board retreat to review the long range plan and the future of the library. Mrs. Greenleaf will follow up with the board at the August meeting.

HPLF PARTNERS' MEETING MINUTES

Mrs. Greenleaf reported the Foundation has obtained 501(c)(3) status and presented the minutes from the July 21st meeting.

NEW BUSINESS/PERSONNEL UPDATES

Mr. Taylor would like to discuss having one Public Expression at the August meeting.

PUBLIC EXPRESSION

Ms. Odom then made the motion:

THAT the floor be opened for public expression.

Seconded by: Mr. Zlatarich Action: Unanimously carried

Mrs. Deering believes there is a need for two Public Expressions so the Board can be informed on labor's concerns and other matters.

Ms. Janiga then made the motion:

THAT public expression be closed.

Seconded by: Ms. Dent Action: Unanimously carried

CALENDAR

August 25, 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. Odom Action: Unanimously carried

The meeting adjourned at 6:15 p.m.

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President

_____
Secretary