

HAMMOND PUBLIC LIBRARY
MINUTES OF THE MEETING HELD ON OCTOBER 25, 2016
HARRIET M. SCHLESINGER BOARD ROOM

PRESIDING: Carol Odom - President

BOARD MEMBERS PRESENT:

Albertine Dent
Caryn Janiga
Louis Karubas
Allan Zlatarich

BOARD MEMBERS ABSENT:

Anne Herbert
Paul Taylor

OTHER PERSONS PRESENT:

René L. Greenleaf, Executive Director
Whitney Chapman, Administrative Services Manager
Cornell White, Administrative Services
Rosalie Gallegos, Circulation Services
Debbie Griffith, Hammond resident

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

Ms. Odom recommended the Board nominate a Secretary Pro Tem.

Ms. Janiga then made the motion:

THAT Albertine Dent serve as Secretary Pro Tem.

Seconded by: Mr. Zlatarich

Action: Unanimously carried

NOTICE OF THE MEETING

The Secretary Pro Tem, Albertine Dent certified:

THAT notice of the meeting was given by mailing on October 18, 2016 and the agenda was posted in the Circulation Department and outside the Harriet M. Schlesinger Board Room from October 18 – 25, 2016.

PUBLIC EXPRESSION

Ms. Dent then made the motion:

THAT the floor be opened for public expression.

Seconded by: Ms. Janiga

Action: Unanimously carried

Ms. Gallegos, Circulation Services, expressed her discontent with the current vacation policy. She's taken on extra hours this year and feels like she's being penalized for it.

The contract isn't up for negotiation until 2018 and the Board will not revisit the Benefit Time Policy until then.

Ms. Odom then made the motion:

THAT public expression be closed.

Seconded by: Ms. Janiga

Action: Unanimously carried

APPROVAL OF MINUTES

The minutes of the September 27, 2016 Regular Board Meeting and Executive Session were considered.

Ms. Janiga then made the motion:

THAT the minutes of the September 27, 2016 Regular Board Meeting and Executive Session be approved as circulated.

Seconded by: Mr. Zlatarich

Action: Unanimously carried

FINANCIAL REPORT

Ms. Janiga recommended claims #723 through #793 be approved for payment.

Mr. Karubas requested an amortization chart be presented at the November meeting.

Ms. Dent then made the motion:

THAT claims #723 through #793 be approved for payment.

Seconded by: Mr. Zlatarich

Action: Unanimously carried

Mrs. Greenleaf recommended the Library seek an advance on taxes payable December 2016.

Ms. Janiga then made the motion:

THAT the Library request a Tax Advance.

Seconded by: Mr. Zlatarich

Action: Unanimously carried

MEETINGS AND CONFERENCES

Mrs. Greenleaf invited the Board to the upcoming NILBA meeting. The Library is cosponsoring the meeting with Lake County Public Library.

Ms. Janiga then made the motion:

THAT Caryn Janiga, Albertine Dent, and Allan Zlatarich attend the NILBA meeting, November 30th, Lake County Public Library, November 30, 2016.

Seconded by: Ms. Dent

Action: Unanimously carried

ADOPTION OF THE 2017 BUDGET

Mrs. Greenleaf presented a resolution for the 2017 Operating Budget of \$3,295,160; the 2017 Lease Rental Budget of \$1,106,000; and the 2017 Rainy Day Budget of \$100,000 based on an AV of \$1,861,629,173.

Ms. Janiga then made the motion:

THAT the Board approve the resolution for the 2017 Operating Budget of \$3,295,160; the 2017 Lease Rental Budget of \$1,106,000; and the 2017 Rainy Day Budget of \$100,000 based on an AV of \$1,861,629,173.

Seconded by: Mr. Zlatarich

Action: Unanimously carried

PUBLIC EXPRESSION

Ms. Janiga then made the motion:

THAT the floor be opened for public expression.

Seconded by: Ms. Dent

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: Mr. Zlatarich

Action: Unanimously carried

CALENDAR

November 29, 2016, Regular Board Meeting, Harriet M. Schlesinger Board Room, 5:30 p.m

ADJOURNMENT

Ms. Janiga then made the motion:

THAT the meeting adjourn.

Seconded by: Ms. Dent

Action: Unanimously carried

The meeting adjourned at 6:00 p.m.

President

Secretary