

Hodgkins Library Meeting Regular Meeting Minutes May 16, 2016

Call to order

The meeting was called to order at 7:00 PM by President, Lisa Carson

Roll Call

Present: Sharon Wells, Stephanie Da Silva, Lisa Carson, Joe Young, Susan Cappa, Holly Klotz, Rose Marie Lopez

Also Present: Samantha Millsap, Director, Alicia Jackson, Asst. Director, Joe Lightcap, BakerTilly, Michael Cainkar, Louis F. Cainkar Ltd.

Approval of Minutes

Motion to approve minutes for April 18, 2016 Regular Board Meeting, April 18, 2016 Closed Session, May 3, 2016 Special Meeting, May 3, 2016 Special Meeting Closed Session. Postponed to June 20, 2016 meeting.

Public Comments

None.

Communication

A Thank You note was received from Mrs. Renaghan from Hodgkins Elementary for the author donation.

Presentation

A presentation by Joy Lynn Hyer of the Management Assoc. on Market Benchmarking.

Financial Report

Motion to approve the financial report for April 2016 presented by Joe Lightcap from Baker Tilly Virchow Krause.

Motioned by: Mrs. Lisa Carson Seconded by: Mr. Joe Young

Ayes: Mrs. Wells, Mrs. Da Silva, Mrs. Carson, Mr. Young, Mrs. Cappa, Mrs. Klotz, Mrs. Lopez

Nays: None

Attorneys Report

Final budget will be approved in August, a tentative is on the agenda for today.

President's Comments

None

Director's Report

- Circulation Statics for the month of April: 19 user added, 2523 check outs, 2507 check ins, 708 ILL sent, 330 ILL received.
- Annual Financial Audit is scheduled for July 25-29
- Passport application appointments have become a weekly occurrence. The library has earned \$354.85 since accepting the applications 3 weeks ago.

Old Business

Motion to approval of the 2016-2019 Strategic Plan.

Motioned by: Mrs. Lisa Carson Seconded by: Holly Klotz

Ayes: Mrs. Wells, Mrs. Da Silva, Mrs. Carson, Mr. Young, Mrs. Cappa, Mrs. Klotz, Mrs. Lopez

Nays: None

New Business

Motion to authorize Director to send Intergovernmental Agreement for Police and Fire Employee cards.

Motioned by: Mrs. Holly Klotz Seconded by: Mrs. Susan Cappa

Ayes: Mrs. Wells, Mrs. Da Silva, Mrs. Carson, Mr. Young, Mrs. Cappa, Mrs. Klotz, Mrs. Lopez

Nays: None

Approval of tentative budget and appropriations of Ordinance in its tentative form.

Motioned by: Mrs. Lisa Carson Seconded by: Mr. Joe Young

Ayes: Mrs. Wells, Mrs. Da Silva, Mrs. Carson, Mr. Young, Mrs. Cappa, Mrs. Klotz, Mrs. Lopez

Nays: None

Approval of Engagement with Baker Tilly for Annual Financial Audit.

Motioned by: Mrs. Lisa Carson Seconded by: Mrs. Holly Klotz

Ayes: Mrs. Wells, Mrs. Da Silva, Mrs. Carson, Mr. Young, Mrs. Cappa, Mrs. Klotz, Mrs. Lopez

Nays: None

Approval of designating Assistant Director as FOI Officer.

Motioned by: Mrs. Lisa Carson Seconded by: Mr. Joe Young

Ayes: Mrs. Wells, Mrs. Da Silva, Mrs. Carson, Mr. Young, Mrs. Cappa, Mrs. Klotz, Mrs. Lopez

Nays: None

Motion to adjourn at 7:56 p.m.

Motioned by: Mrs. Lisa Carson Seconded by: Mrs. Stephanie Da Silva

Ayes: Mrs. Wells, Mrs. Da Silva, Mrs. Carson, Mr. Young, Mrs. Cappa, Mrs. Klotz, Mrs. Lopez

Nays: None

Ayes: Mrs. Cappa, Mr. Young, Mrs. Klotz, Mrs. Da Silva, Mrs. Carson, Mrs. Lopez

Nays: None

Next Regular Meeting, Monday, June 20, 2016

Respectfully Submitted by:

Rose Marie Lopez, Secretary