

Hodgkins Library Meeting Regular Meeting Minutes April 17, 2017

Call to order

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

Roll Call

Present: Sue Cappa, Holly Klotz, Stephanie DaSilva, Lisa Carson, Rose Marie Lopez

Absent: Sharon Wells, Joe Young

Also Present: Victoria Tracy, Director, Joe Lightcap, BakerTilly, Elizabeth Attard, Louis F. Cainkar Ltd.

Approval of Minutes

Motion to approve minutes of March 20, 2017 Regular Board Meeting.

Motioned by: Mrs. Lisa Carson Seconded by: Mrs. Sue Cappa

Ayes: Mrs. Cappa, Mrs. Klotz, Mrs. DaSilva, Mrs. Carson, Mrs. Lopez

Nays: None

Public Comments

None.

Financial Report

Motion to approve the financial report for March 31, 2017 presented by Joe Lightcap from Baker, Tilly, Virchow Krause.

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

Ayes: Mrs. Cappa, Mrs. Klotz, Mrs. DaSilva, Mrs. Carson, Mrs. Lopez

Nays: None

Attorneys Report

Elizabeth Attard reminded Trustees to file their Statement of Economic Interest by May 1, 2017.

President's Comments

Nothing to report.

Director's Report

- Circulation Statics for the month of March: 5 users added, 2386 check outs, 2275 check ins, 680 ILL sent, 309 ILL received.
- An offer of \$175.00 was agreed upon for purchase of the snow blower.
- Arrangements for the rotor stand are being arranged with the North Riverside library for pick up.
- A Pause was placed with Southwest Town due to an award received by the SEDAC program for a free tune-up for spring. This award will save us \$600.

- Swan has tentatively scheduled the automatic renewal of materials for the beginning of May.
- Notice of our per capita award from the Secretary's State office is \$1, 472.91.

Communications

The preliminary Notice of IMRF contribution rate for 2018 was discussed. The preliminary employer rate is 11.82%.

New Business

Motion to approve petting Zoo for Summer Reading program for \$525.00.

Motioned by: Mrs. Lisa Carson Seconded by: Mrs. Holly Klotz
Ayes: Mrs. Cappa, Mrs. Klotz, Mrs. DaSilva, Mrs. Carson, Mrs. Lopez
Nays: None

Motion to approve gift purchase of \$150.00 for Jeanine Celentano retirement gift.
Motioned by: Mrs. Lisa Carson Seconded by: Mrs. Stephanie DaSilva
Ayes: Mrs. Cappa, Mrs. Klotz, Mrs. DaSilva, Mrs. Carson, Mrs. Lopez
Nays: None

Motion to approve appointment of Victoria Tracy as ProPay authorizing agent.
Motioned by: Mrs. Holly Klotz Seconded by: Mrs. Sue Cappa
Ayes: Mrs. Cappa, Mrs. Klotz, Mrs. DaSilva, Mrs. Carson, Mrs. Lopez
Nays: None

Motion to approve Victoria Tracy to attend Director's University June 5-8 for a cost of \$100.00.
Motioned by: Mrs. Lisa Carson Seconded by: Mrs. Stephanie DaSilva
Ayes: Mrs. Cappa, Mrs. Klotz, Mrs. DaSilva, Mrs. Carson, Mrs. Lopez
Nays: None

Discussion

A Review of Chapter 12 "Safety" of Serving Our Public 3.0 for Per Capita grant 2018 was discussed.

Motion to adjourn at 7:30 p.m.

Motioned by: Mrs. Lisa Carson Seconded by: Mrs. Stephanie DaSilva
Ayes: Mrs. Cappa, Mrs. Klotz, Mrs. DaSilva, Mrs. Carson, Mrs. Lopez
Nays: None

Next Regular Meeting, Monday, May 15, 2017

Respectfully Submitted by:

Rose Marie Lopez

Rose Marie Lopez, Secretary