

**SHOREWOOD-TROY PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
October 13, 2016**

The regular meeting of the Shorewood-Troy Public Library District was called to order by Board President, Thomas Novinski, at 7:00 p.m. on October 13, 2016

**ROLL CALL:**

**TRUSTEES PRESENT:**

- |                    |                   |
|--------------------|-------------------|
| 1. Thomas Novinski | 4. Joseph Nichols |
| 2. Philip Besler   | 5. Robert Stahl   |
| 3. Brad Stacy      |                   |

**TRUSTEES ABSENT:**

- |                  |                     |
|------------------|---------------------|
| 1. Sharon Parker | 2. Helen Valantinas |
|------------------|---------------------|

**STAFF PRESENT:**

- |  |  |
|--|--|
| 1. Jennie Mills, Director                | 3. Allison Kubina, Recording Secretary |
| 3. Tiernen Peacy-Dye, Assistant Director |  |

**CHANGES/ ADDITIONS TO AGENDA:** Add "Adjournment to Executive Session to discuss Litigation affecting the District 5 ILCS 120/2, c11" below New Business, Item F.

**APPROVAL OF MINUTES:**

Bob Stahl moved that the minutes of the Regular Meeting on September 8, 2016 be approved. Brad Joseph Nichols seconded the motion and it was passed.

**COMMENTS FROM THE PUBLIC:** None

**TREASURER'S REPORT:**

Cash on Hand Beginning of June	\$309,308.32
Cash received during June 2016	423,133.74
Disbursements	<u>(99,978.80)</u>
Cash on Hand End of June 2016	\$632,463.26

**Location and Denomination of Cash**

Petty Cash	\$ 300.00
General Fund Checking – Chase	(7,289.28)
Money Market Fund – Chase	477,970.60
Money Market Fund – Shorewood Bank & Trust	250,894.31
Payroll Account – Chase	35,148.00
E-Pay	3,262.58
INB E-Pay	356.94
1 <sup>st</sup> Federal Savings Bank	9,414.82
Harris Bank CD	35,175.51
Old Second – CD	-
Shorewood Bank & Trust CD	<u>43,100.15</u>
<b>TOTAL</b>	<b>\$848,333.63</b>

The Treasurer’s Report will be placed on file for audit.

APPROVAL AND PAYMENT OF BILLS:

Brad Stacy moved that the bills presented for payment be approved. Joe Nichols seconded the motion. A roll call vote was taken with all Trustees present passing the motion.

CORRESPONDENCE: None

LIBRARIAN’S REPORTS:

- a. Director’s Report with personnel – Included in packet.
- b. Department Heads – Included in packet.

OLD BUSINESS:

- a. No Old Business to be conducted.

NEW BUSINESS:

- a. Approve TITA Notice for Levy Hearing on November 10, 2016. Joseph Nichols moved to approve the TITA Notice for Levy Hearing on November 10, 2016. Philip Besler seconded the motion. A roll call vote was taken with all Trustees present voting to pass the motion.
- b. Approve Board Meeting Dates for 2017. Robert Stahl moved to approve the Board Meeting Dates for 2017. Joseph Nichols seconded the motion and it was passed.
- c. Approve Library Closure Dates for 2017. Philip Besler moved to approve the Library Closure Dates for 2017. Brad Stacy seconded the motion and it was passed.
- d. Close account at First Federal to be used on mortgage payment. Philip Besler motioned to approve the Closure of First Federal account to be used on mortgage payment. Brad Stacy seconded the motion. A roll call vote was taken with all Trustees present voting to pass the motion.
- e. Approve Laptop Lending Policy. Robert Stahl moved to approve the Laptop Lending Policy. Philip Besler seconded the motion and it was passed.
- f. The Board discussed the Employer-Offered Health Insurance Update.

Thomas Novinski moved to go into executive session for the purposes of discussing Litigation affecting the District (5 ILCS 120/2, c11). Robert Stahl seconded the motion and it was passed at 7:16 p.m.

The regular meeting re-opened at 7:30 p.m. with no action taken.

- g. Approve update to Code of Conduct Policy. Philip Besler moved to approve the Code of Conduct with the addition of having the patron sign the report if refusing to have emergency services called. Brad Stacy seconded the motion with changes and it was passed.

OTHER BUSINESS:

- a. Announcements – None

There was no further business and the meeting was adjourned at 7:35 pm.

Respectfully submitted,

Allison Kubina, Recording Secretary