

MANHATTAN-ELWOOD PUBLIC LIBRARY DISTRICT BOARD MINUTES

October 28, 2019

The regular meeting of the Board of Trustees, Manhattan-Elwood Public Library District was called to order at 4:34 pm.

ROLL CALL: Present: (voting members): Sharon Gill, Kim Ciuffini, Keri English, Jan Krekel, Terry Ralston, Patti Blatti. Not Present: Robert Braam
Library staff: Ashley Hopper, Director; Nicole Silberman (Admin. Assistant)

CHANGES TO AGENDA: None

PUBLIC COMMENT: None

AUDIENCE TO VISITORS: None

MINUTES: Minutes from September meeting were approved as written.

CORRESPONDENCE: Received notice from the Will County Board of Review regarding tax appeals.

FINANCIAL REPORTS: Filed for audit

PAYMENT OF SPECIAL BILLS: None

DIRECTOR'S REPORT: Director Hopper reported on recent outreach efforts to the schools. Kevin Molloy of State Farm Insurance has generously offered to sponsor both the Winter and Summer Reading programs.

COMMITTEES:

Serving Our Public: Secretary Ciuffini reviewed and discussed Chapter 6 (Access) and Chapter 8 (Public Services: Reference and Reader's Advisory Services). Trustee Krekel will review Chapters 9 and 10 for November meeting.

UNFINISHED BUSINESS:

Ordinance 19-7 – Secretary Ciuffini motioned and Treasurer English seconded the motion to adopt Ordinance 19-7 for electing to participate in the Illinois Municipal Retirement Fund. Motion passed unanimously with a roll call vote.

Resolution 19-3 – Treasurer English motioned and Trustee Ralston seconded the motion to approve Resolution 19-3 to appoint an Authorized Agent for administration of IMRF. Motion passed unanimously with a roll call vote.

NEW BUSINESS:

Damaged Item Policy Change – Due to a recent situation of contaminated library materials being returned, Director Hopper suggested updating the Damaged Item Policy in the Bylaws to include verbiage about damage to materials caused by pests. Treasurer English motioned and Trustee Ralston seconded the motion to update the policy as discussed. Motion passed unanimously.

Per Capita Grant Training Video –The board discussed a training video that was shared in the board packet to meet the requirements of the Per Capita grant.

ADJOURNMENT: 5:22 pm

Respectively submitted,

Nicole Silberman
Administrative Assistant