

POLO PUBLIC LIBRARY DISTRICT

Board of Trustees Minutes of Sep. 11, 2018 Meeting

Budget & Appropriations Hearing – opened hearing at 5:05 P.M.; no public present; hearing closed at 5:06 P.M.

1. Call to Order: President Monaco called the meeting to order at 5:06 P.M. Present: Vice President Schwartz, Treasurer Rowland, Trustee Baumann, Trustee Sanders, Trustee Baker, Secretary Tyrrell, Director Finfrock.
2. Changes or additions to minutes, Adoption of Agenda: Changes to agenda: See 10.F
3. Approval of Minutes: The minutes of the Aug. 14, 2018 regular meeting are approved. (Rowland/Tyrrell)
4. Financial Reports and Approval of Expenditures: Financial Reports were reviewed & will be filed for auditor. Expenditures for Aug., 2018 in the amount of \$4,177.12 were approved for payment. (Rowland/Schwartz) (7 ayes, 0 nays, 0 absent)
5. Liaison's Comments: Foundation Meeting Oct. 22, 2018, 7:00 P.M. All Trustees invited.
6. Director's Report: Attached
7. Committee Reports: Director is a member of all committees
 - A. Budget & Finance: (Rowland-Chair, Baker, Monaco) Meeting time & date to be determined.
 - B. Building & Grounds: (Schwartz-Chair, Baumann) Chair Baumann presented options for street lamps.
 - C. Policy & Personnel: (Monaco-Chair, Tyrrell) Chair Monaco discussed & reviewed various policies which were implemented under 'New Business'.
 - D. Strategic Planning: (Sanders-Chair, Rowland) no report
8. Public Comment: none
9. Unfinished Business:
 - A. Outdoor Programming Structure: – tabled/committee recommendation to purchase two model YALE at \$2,448 each. Motion made & seconded. (Monaco/Schwartz). (7 ayes, 0 nays, 0 absent)
 - B. Special Events/Pavilion Use Policy: Pavilion Use Policy was approved. Motion made & seconded. (Baker/Rowland)
 - C. Per Capita Grant requirement: Trustees – Chapters 6-10 of Trustee Facts File: Tabled.
10. New Business:
 - A. Summer Reading Program report: Phyllis Houck presented a Power Point of activities that children enjoyed this summer.
 - B. Budget & Appropriations Ordinance #18-05: Motion made & seconded to pass Ordinance #18-05. (Tyrrell/Schwartz) (7 ayes, 0 nays, 0 absent)
 - C. Paid Time -Off Policy review action: Motion made & seconded to approve. (Schwartz/Baker)
 - D. Head of Children & Youth Services job description: Motion made & seconded to approve. (Sanders/Schwartz)
 - E. Per Capita Grant October meeting: Trustees & staff review Illinois Veterans' History Project: Tabled
 - F. Legislative Update: Reviewed & discussed.
11. Adjournment: Motion made and seconded to adjourn the meeting at 6:10 P.M. Motion carried. (Schwartz/Rowland) Next board meeting – Oct. 9, 2018 at 5:00 P.M.

Kathy Tyrrell, Secretary