

FRANKFORT PUBLIC LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES

FRANKFORT PUBLIC LIBRARY

August 29, 2019

7:00 PM

**PUBLIC HEARING ON THE APPROVAL OF THE BUDGET & APPROPRIATION
ORDINANCE FOR FY 2019–2020**

I. CALL TO ORDER

President Look called the meeting to order at 7:00 p.m.

II. ROLL CALL: Trustee Labuda called the roll call.

Present: Trustee Tylk, Trustee Albert, Trustee Look, Trustee Skibinski, and Trustee Labuda

Absent: Trustee Leyva

Also Present: Pierre Gregoire

III. COMMENTS ON THE BUDGET & APPROPRIATION ORDINANCE FOR FY
2019–2020

None.

IV. ADJOURNMENT

Motion made by Trustee Labuda and seconded by Trustee Skibinski to adjourn the meeting. All trustees voted "Aye." Motion Carried.

President Look adjourned the meeting at 7:02 pm.

REGULAR MEETING

V. CALL TO ORDER

President Look called the meeting to order at 7:03 p.m.

VI. PLEDGE OF ALLEGIANCE

Attendees recited the Pledge of Allegiance.

VII. ROLL CALL: Trustee Labuda called the roll call.

Present: Trustee Tylk, Trustee Albert, Trustee Look, Trustee Skibinski, and Trustee Labuda, and Trustee Leyva

Absent:

Also Present: Pierre Gregoire

VIII. INTRODUCTION OF VISITORS

Mati De Alba, President of the Teen Advisory Board

IX. PUBLIC COMMENT – AGENDA ITEMS ONLY

None.

X. APPROVAL OF MINUTES FROM THE JULY 25, 2019 MEETING

Motion made by Trustee Albert to approve the minutes of the regular board meeting held July 25, 2019. Seconded by Trustee Tylk. All trustees voted "Aye." Motion carried.

XI. TREASURER'S REPORT

Trustee Albert read the treasurer's report for July 2019.

XII. REVIEW OF BILLS FOR JULY 2019

Motion made by Trustee Labuda to approve the bills for July 2019 as presented. Seconded by Trustee Tylk. Questions were made regarding the schedule of book purchases in relation to the fiscal year and a false fire alarm.

Roll call vote:

Tylk	AYE
Albert	AYE
Look	AYE
Skibinski	AYE
Labuda	AYE
Leyva	AYE

Motion carried.

XIII. AGENDA ITEM ADDED TO NEW BUSINESS

Motion made by Trustee Albert to add scheduling the review of new trustee applicants to the agenda under New Business. Seconded by Trustee Tylk. All trustees voted "Aye." Motion carried.

XIV. CORRESPONDENCE

A patron has been banned from library property for inappropriate conduct.

XV. UNFINISHED BUSINESS

XVI. NEW BUSINESS

1. Budget & Appropriation Ordinance for FY 2019–2020

Motion made by Trustee Labuda to approve the Budget & Appropriation Ordinance for FY 2019–2020. Seconded by Trustee Skibinski.

Roll call vote:

Tylk	AYE
Albert	AYE
Look	AYE
Skibinski	AYE
Labuda	AYE

Leyva AYE

Motion carried.

2. Resolution to combine Public Liability Fund and Workers' Compensation Fund per the statute (745 ILCS 10/9–107)
Motion made by Trustee Skibinski to approve Resolution 2019-3 authorizing consolidation of the Public Liability and Workers' Compensation Funds. Seconded by Trustee Tylk. All trustees voted "Aye." Motion carried.

3. Motion to prepare a resolution or ordinance on the public question of a tax increase
Motion made by Trustee Albert to pursue a resolution or ordinance on the public question of a tax rate increase or bond referendum. Trustees discussed the need for consultants to aid in preparation for a referendum. Seconded by Trustee Leyva. All trustees voted "Aye." Motion carried.

4. Policy Review—Julia Labuda
 - a. Travel Reimbursement Expense Policy—revisions made granting the director the ability to approve travel expenses
 - b. Unattended Children Policy—revisions made to clarify "library property"
 - c. Alcohol in the Library Policy—revisions made to verify ages of servers and attendees by ID

Motion made by Trustee Skibinski to approve revisions to the Travel Reimbursement Expense Policy, Unattended Children Policy, and Alcohol in the Library Policy. Seconded by Trustee Tylk. All trustees voted "Aye." Motion carried.

5. Review of New Trustee Applications

Trustees settled on September 11, 2019 (Sept. 12 as an alternate date) for review of library trustee candidates and discussed the interview process.

XVII. LIBRARIAN'S REPORT

The board members received the July 2019 monthly librarian's report from Director Gregoire for review by the trustees, including information on the following:

1. Lisa Meierkort, Adult Services Librarian resignation—position will be posted soon
2. P/T Youth Services and Computer Lab assistant hiring

XVIII. PUBLIC COMMENT

Mati De Alba suggested a reference desk in the Teen section.

XIX. TRUSTEE COMMENT

The trustees discussed plans to march in the Frankfort Fall Fest parade. President Look thanked everyone for their input and wished everyone a good Labor Day.

XX. EXECUTIVE SESSION

None required.


XXI. ADJOURNMENT

Motion made by Trustee Labuda and seconded by Trustee Leyva to adjourn the meeting. All trustees voted "Aye." Motion Carried.

President Look adjourned the meeting at 9:00 pm.

Minutes – Regular Meeting
Frankfort Public Library District
August 29, 2019

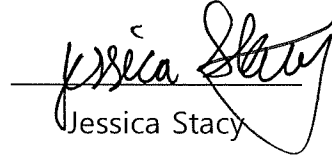
Respectfully Submitted:



Julia Labuda

Secretary

Recorded By:



Jessica Stacy

Recorder