

Hodgkins Library Meeting Regular Meeting Minutes August 21, 2017

The meeting was called to order at 7:03 PM by Lisa Carson.

Present: Sharon Wells, Joe Young, Holly Klotz, Stephanie DaSilva, Lisa Carson, Rose Marie Lopez
Also Present: Victoria Tracy, Director, Elizabeth Attard, Louis F. Cainkar Ltd., Joe Lightcap, Baker Tilly.

Absent: Sue Cappa

Motion to approve minutes of July 17, 2017 Regular Board Meeting. Motioned by: Mrs. Carson, Seconded by Mr. Young. Voting Ayes Mrs. Wells, Mr. Young, Mrs. Klotz, Mrs. DaSilva, Mrs. Carson, Mrs. Lopez.

There were no public comments for this meeting.

Motion to approve the financial report for June 30, 2017 and July 31, 2017 presented by Joe Lightcap from Baker, Tilly, Virchow Krause. Motioned by Mrs. Wells, Seconded by Mr. Joe Young. Voting Ayes Mrs. Wells, Mr. Young, Mrs. Klotz, Mrs. DaSilva, Mrs. Carson, Mrs. Lopez.

Attorney's Report

There will be a Public Hearing for the Budget prior to the September meeting.

President's Report

None

Director's Report

The Circulation Statics for the month of July are: 8 users added, 2008 check outs, 2907 check ins, 665 ILL sent, 287 ILL received. 76 children participated in the summer reading program, 36 attended the end of the summer petting zoo. 26 adults participated in the reading program. The eclipse program went well, even with a limited number of glasses. Director Tracy is obtaining quotes for carpet cleaning. She is also will be doing an address verification mailing with the USPS. A reminder was mentioned about the Open Meetings Act which should be done annually. RWK completed the audit August 10th – August 16th.

Old Business

The Benchmarking Proposal was view and will be handled by the Personnel Committee. The will meet in the fall.

New Business

Motion to approve Director Tracy to attend ILA Conference in October for a fee of \$200. Motioned by Mrs. Carson Seconded by Mrs. Klotz. Voting Ayes Mrs. Wells, Mr. Young, Mrs. Klotz, Mrs. DaSilva, Mrs. Carson, Mrs. Lopez.

Trustee Carson and Lopez were appointed to perform the annual secretary's audit for 2017 IPLAR.

Trustees reviewed chapters 1-2 of the Trustee Facts File.

Motion to adjourn at 7:41 p.m. Motioned by Lisa Carson, Seconded by Stephanie DaSilva. Voting Ayes Mrs. Wells, Mr. Young, Mrs. Klotz, Mrs. DaSilva, Mrs. Carson, Mrs. Lopez.

Next Regular Meeting, Monday, September 18, 2017

Respectfully Submitted by:

Rose Marie Lopez

Rose Marie Lopez, Secretary