

Hodgkins Public Library  
November 20, 2017

Meeting Called to Order: 7:00 p.m.

Those Present: Holly Klotz  
Sue Cappa  
Sharon Wells  
Joe Young

Also Present: Victoria Tracy  
Joe Lightcap, Baker Tilly  
Beth Attard, Attorney

Absent: Lisa Carson  
Rose Mary Lopez  
Stephanie DaSilva

Holly Klotz made a motion to table minutes of September 18, 2017 to the January 2018 meeting.

Holly made a motion to approve the October 15, 2017 minutes. Second by Joe Young. Voting Aye: Holly Klotz, Sue Cappa, Joe Young, Sharon Wells. Voting Nay None.

Joe Lightcap from Baker Tilly presented the financial report to the Board.

Tori introduced April Dubrow as the Adult Services Librarian. Her first day of employment is the November 27, 2017.

Tori informed the Board that it is expected that SWAN fees will increase to \$16,153 per year. Currently the library is paying \$12,920, that is a 25% increase and a difference of \$3,243.

Homebound services are starting at the end of November. There are still some issues to work out. Tori and Fatima are meeting with the staff of LaGrange Park to get a demonstration of how they process materials for homebound delivery.

Holly made a motion to approve the Tax Levy Ordinance No. 5-2016. Second by Joe Young. Voting Aye: Holly Klotz, Sue Cappa, Joe Young, Sharon Wells. Voting Nay None.

Tori reminded the Trustees to review Chapter 5 of the "Trustee Facts File"

Tori asked the Trustees to allow the Library to be closed on December 1 for a Staff Development Day. Motion by Holly Klotz. Second by Sue Cappa. Voting Aye: Holly Klotz, Sue Cappa, Joe Young, Sharon Wells. Voting Nay: None.

There was a discussion regarding the changes to Policy No. 2C Circulation Policy. It was suggested to change from 14 years old to 18 as penalties cannot be enforced until 18 years old. It was also noted anyone under 18 needs a parent signature. Motion by Holly Klotz to approve. Second by Joe Young. Voting Aye: Holly Klotz, Sue Cappa, Joe Young, Sharon Wells. Voting Nay: None.

The Board was given a list of days closed for 2018. After review Holly Klotz made a motion to approve the list. Second by Joe Young. Voting Aye: Holly Klotz, Sue Cappa, Joe Young, Sharon Wells. Voting Nay: None.

Holly Klotz made a motion to adjourn the meeting. Second by Sue Cappa. Voting Aye: Holly Klotz, Sue Cappa, Joe Young, Sharon Wells. Voting Nay: None.

Adjourned: 7:24 p.m.

*Sharon Wells*

Sharon Wells, Trustee