

# **Hodgkins Library Meeting Regular Meeting Minutes January 21, 2019**

The meeting was called to order at 7:00 PM by Lisa Carson.

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

Absent: Susan Cappa

Motion to approve minutes October 15, 2018 Regular Board Meeting. Motioned by: Mrs. Carson,  
Seconded by Mr. Young. Voting Ayes: Mrs. Wells, Mr. Young, Mrs. DaSilva, Mrs. Carson, Mrs.  
Lopez.

Motion to approve Closed Session minutes October 15, 2018 Regular Board Meeting. Motioned by:  
Mrs. Carson, Seconded by Mrs. DaSilva. Voting Ayes: Mrs. Wells, Mr. Young, Mrs. DaSilva, Mrs.  
Carson, Mrs. Lopez.

Motion to approve minutes November 20, 2018 Regular Board Meeting. Motioned by: Mrs. Carson,  
Seconded by Mrs. DaSilva. Voting Ayes: Mrs. Wells, Mr. Young, Mrs. DaSilva, Mrs. Carson, Mrs.  
Lopez.

## **Public comments**

None

## **Financial Report**

Motion to approve the financial report for November and December as presented by Joe Lightcap  
from Baker, Tilly, Virchow Krause as presented. Motioned by: Mrs. Carson, Seconded by Mr. Young.  
Voting Ayes: Mrs. Wells, Mr. Young, Mrs. DaSilva, Mrs. Carson, Mrs. Lopez.

## **Attorney's Report**

None

## **President's Report**

None

## **Director's Report**

The Circulation Statics for the month of December: 8 users added, 1523 check outs, 1823 check ins, 608 ILL sent, 216 ILL received. The library staff attended the ATLAS multi-library workshop on serving patrons with disabilities. In the afternoon, a staff meeting was held and a firefighter from Pleasantview Fire Protection District trained staff on how to use an AED and shared some CPR basics. An incident occurred on January 2, 2019 while a program for lip balm making was happening, some wax spilled on the burner causing smoke to set off the alarms. The library staff followed procedure and exited the building immediately. The Fire Dept responded and cleared the building.

## **Discussion**

Attorney Attard brought attention to the lack of Trustees the library will have if vacancies are not filled. She also supplied the Trustees with a memo regarding Trustee Vacancies and Resolution to Decrease Terms of Office. Also attached was Illinois Statue Chapter 75. Libraries, Act 16. Public Library District Act of 1991, Article 30. Trustees.

## **New Business**

Motion to approve Intergovernmental Agreement with the Hodgkins Park District. Motioned by: Mrs. Carson Seconded by: Mr. Young. Voting Ayes: Mrs. Wells, Mr. Young, Mrs. DaSilva, Mrs. Carson, Mrs. Lopez.

Motion to adjourn at 7:21 p.m. Motioned by Mr. Carson, Seconded by Mrs. Wells. Voting Ayes: Mrs. Wells, Mr. Young, Mrs. DaSilva, Mrs. Carson, Mrs. Lopez.

Next Regular Meeting, Monday, February 18, 2019.

Respectfully Submitted by:

Rose Marie Lopez  
Rose Marie Lopez, Secretary