

**Oakwood Public Library Board Minutes
November 14, 2017**

Members present: LuAnn Grimm, Julie Kuhlmann, Sharon McCall, and Director Tammi Helka

Guests present: Nicole Irick

President Grimm called the meeting to order at 5:30 PM.

Secretary's minutes: Stand as presented.

Treasurer's report: In order, correct, and up-to-date to the best of Kuhlmann's knowledge.

Old Business:

Director's Report: Discussed items on Tammi's written report, including training, computer issues and collection development. Tammi expressed the need to fill upcoming employee vacancies and will begin advertising immediately.

Grimm updated Board on findings from County Clerk's office regarding petitions - no one is required to run on the next ballot, clerk will send materials around Labor Day 2018.

New business:

No Public Comment.

Discussion and vote on proposed 2018 Holiday Closings:

New Year's Day- Monday, January 1, 2018
President's Day- Monday, February 19, 2018
Memorial Day- Monday, May 28, 2018
Independence Day- Wednesday, July 4, 2018
Labor Day- Monday, September 3, 2018
Columbus Day- Monday, October 8, 2018
Thanksgiving- Thursday, November 22, 2018
Day after Thanksgiving- Friday, November 23, 2018
Christmas Eve- Monday, December 24, 2018
Christmas Day- Tuesday, December 25, 2018

Motion to approve 2018 Holiday Closings as presented was made by Kuhlmann, seconded by McCall - motion carried.

Discussion and vote to determine Staff Holiday Bonuses. Motion was made by McCall, seconded by Kuhlmann to approve \$60 per employee (before taxes) to be submitted for payment on the next payroll - motion carried.

Discussion and vote regarding the FY 2017 Annual Financial Report, a copy of which which has been provided to each member of the Board with each member of the Board given sufficient time

to review the report. Motion to approve the FY 2017 State of Illinois Annual Financial Report as presented was made by McCall, seconded by Kuhlmann - motion carried by roll call vote: Grimm -AYE, Kuhlmann - AYE, McCall - AYE, Pesek - ABSENT and Wilham - ABSENT.

Board had discussion concerning Per Capita requirements and were provided with Trustee Fact Files, Chapters 1-5 (with special emphasis given to Chapter 3). Safety Standards and Checklist were discussed and will be reviewed with staff and Board as required.

Expenditures/Deposits:

Motion was made by Kuhlmann to accept this month's expenditures and deposits, seconded by McCall - motion carried.

Adjournment:

Motion to adjourn the meeting at 6:30 PM was made by Kuhlmann, seconded by McCall - motion carried.

Next meeting: Tuesday, January 9, 2018 at 5:30pm.

Respectfully submitted,

LuAnn M. Grimm
President and Acting Secretary, Oakwood Public Library Board