

**SHOREWOOD-TROY PUBLIC LIBRARY DISTRICT
BOARD MEETING
December 9, 2021**

The regular meeting of the Shorewood-Troy Public Library Board of Trustees was called to order by the President, Thomas Novinski, at 7:00 p.m. on December 9, 2021. The meeting took place in Meeting Room A of the Library.

ROLL CALL:

TRUSTEES PRESENT:

- | | |
|--------------------|------------------|
| 1. Thomas Novinski | 2. Karen Voitik |
| 3. Vito Schultz | 4. Tracy Caswell |
| 5. Bob Stahl | 6. Phil Besler |

ABSENT: Amy Chellino

STAFF PRESENT:

Jennie Mills, Director
Shalyn Rodriguez, Assistant Director
Cindy Norman, Finance Clerk

VISITORS PRESENT: Brian Mitchell

CHANGES/ADDITIONS TO AGENDA: NONE

APPROVAL OF MINUTES:

Karen Voitik moved that the minutes of the Public Hearing on November 18, 2021 be approved. Vito Schultz seconded the motion and it was passed. Bob Stahl abstained.

Phil Besler moved that the minutes of the regular meeting on November 18, 2021 be approved. Vito Schultz seconded the motion and it was passed. Bob Stahl abstained

COMMENTS FROM THE PUBLIC: NONE

TREASURER'S REPORT:

Cash on Hand Beginning of November 2021	\$865,798.35
Cash received during November 2021	50,323.46
Disbursements	<u>(104,386.35)</u>
Cash on Hand End of November 2021	\$811,735.46

Location and Denomination of Cash

Petty Cash	\$ 300.00
General Fund Checking – Chase	4,063.75
Money Market Fund – Chase	311,908.77
Money Market Fund – Shorewood Bank & Trust	364,466.68
Payroll Account – Chase	30,869.04
PMA Financial CD	<u>100,127.22</u>
TOTAL	\$811,735.46

APPROVAL AND PAYMENT OF BILLS:

Bob Stahl moved that the bills presented for payment be approved. Karen Voitik seconded the motion. A roll call vote was taken with all Trustees present passing the motion.

CORRESPONDENCE: None

LIBRARIAN'S REPORT:

- a. Director's Report with personnel – Jennie Cisna Mills
- b. Department Heads

OLD BUSINESS: Trustees selected Parquet for the new carpeting for the main floor. Caswell motioned/Schultz seconded and it passed with all Trustees present voting yes.

NEW BUSINESS:

- a. Trustees approved the submission of the annual Per Capita grant application. Stahl motioned/Voitik seconded. It passed with the majority voting yes. Caswell dissented.
- b. Trustees authorized a late start for the Library on December 13, 2021 for install of door counter, opening to public at noon. Besler motioned/ Schultz seconded with all present voting yes.
- c. Trustees approved the updated Study Room policy. Schultz motioned/Besler seconded with all present voting yes.
- d. Trustees approved the updated Computer Usage Policy. Besler motioned/Caswell seconded with all present voting yes.
- e. Trustees approved List of Names to be sent to Will County for filing the Statement of Economic Interest. Voitik motioned/Schultz seconded with all present voting yes.
- f. Trustees discussed Landscaping issues and possible solutions of asking for volunteers to help with watering flowers and leaf clean up, purchasing some type of leaf blower for the library, and providing the landscape company with a checklist in the fall.

ANNOUNCEMENTS: Jennie will be on sick leave until December 20th.

Stahl motioned/Schultz seconded for the meeting to adjourn at 7:29 p.m. with all members present voting yes.

Respectfully submitted,
Cindy Norman, Finance Clerk