

Stickney-Forest View Public Library District  
General Meeting of the Board of Trustees  
March 27, 2019

ORIGINAL

The meeting was called to order at 7:04 pm by Board President E. Montiel. Present at roll call were, Secretary M. Blatter, Trustee A. Murillo, Trustee H. Garza and E. Bartunek. Treasurer S. Hosek was absent and excused from the meeting. Trustees J. Lopez was absent from the meeting.

Present from the Library staff were Director H. Shlah and meeting stenographer J. Chávez Buchanan.

**Secretary's Minutes:**

February 27, 2019 – General Board Meeting Minutes: Accepted with no corrections and filed for audit.

**Comments for the Public:**

None

**Secretary's Report/Correspondence:**

The Library staff received chocolates from Studio GC for St. Patrick's Day.  
The Library received from the Secretary of State \$13,015 in percapita grant.

**Financial Report:**

**Treasurer's Report (February):** Accepted as presented

**Profit and Loss Report (February):** Accepted as presented

**Transaction List (February):** Accepted as presented

**Warrants:**

**Payroll:** The Board reviewed payroll from 2/18/19 - 3/3/19: pay date 3/8/19  
Check # 20 Direct Deposits  
Federal Tax EFT # Filed by Paylocity  
IL Tax EFT # Filed by Paylocity  
IMRF: EFT #: 0541801 Ref. #: 62965  
Voided Checks – None

**Payroll:** The Board reviewed payroll from 3/4/19-3/17/19: pay date 3/22/19  
Check # 20 Direct Deposits  
Federal Tax EFT # Filed by Paylocity  
IL Tax EFT # Filed by Paylocity  
IMRF: None  
Voided Checks – None

- Trustee H. Garza motioned to pay payroll and Trustee A. Murillo seconded the motion.

Roll call results were:

- Aye- E. Montiel, M. Blatter, A. Murillo, H. Garza and E. Bartunek
- Nay- None
- Absent- S. Hosek, J. Lopez
- Abstain- None

**Invoices:** Invoices were reviewed and the invoices presented for payment were:  
Checks # LC 13062-13098, 6 EFTS's, 2 Debit/Credit Card Transactions and 0 Petty Cash Total  
Amount \$43,722.87

- Trustee A. Murillo motioned to pay the invoices and Trustee H. Garza seconded the motion.

Roll call results were:

- Aye- E. Montiel, M. Blatter, A. Murillo, H. Garza and E. Bartunek
- Nay- None
- Absent- S. Hosek, J. Lopez
- Abstain- None

**Department Reports:**

Accepted as presented

**Director's Report-**

Accepted as presented

**Committee Reports:**

Website Committee – None

Marketing Committee - None

**Unfinished Business:**

**a. Approval of Meeting Room Policy – Revision – Waiver Addition (Action - Approve)**

The Meeting Room Policy has been tabled to next month meeting.

**b. Snow Removal Vendor Review**

Secretary M. Blatter motioned to approve the contract with Everest Snow Management, Inc. and Trustee E. Bartunek seconded the motion.

Roll call results were:

- Aye- E. Montiel, M. Blatter, A. Murillo, H. Garza and E. Bartunek
- Nay- None
- Absent- S. Hosek, J. Lopez
- Abstain- None

**New Business:**

**a. Approval of Resolution FY19-02 Staff Travel expense (Action- approve roll Call)**

Trustee E. Bartunek motioned to approve FY19-02 Staff Travel expense and President E. Montiel seconded the motion.

Roll call results were:

- Aye- E. Montiel, M. Blatter, A. Murillo, H. Garza and E. Bartunek
- Nay- None
- Absent- S. Hosek, J. Lopez
- Abstain- None

**b. Approval of Teen Space Policy Revision (Action) (Approve)**

Trustee H. Garza motioned to approve the revised Teen Space Policy and President E. Montiel seconded the motion.

Roll call results were:

- Aye- E. Montiel, M. Blatter, A. Murillo, H. Garza and E. Bartunek
- Nay- None
- Absent- S. Hosek, J. Lopez
- Abstain- None

Entered Executive Closed Session at 7:40 pm

Secretary M. Blatter motioned to convene Closed Executive Session to discuss Employee matters and President E. Montiel seconded the motion.

Roll call results were:

- Aye- E. Montiel, M. Blatter, A. Murillo, H. Garza and E. Bartunek
- Nay- None
- Absent- S. Hosek, J. Lopez
- Abstain- None

Reconvene Regular General Meeting at 8:04 pm.

Trustee A. Murillo motioned to accept the resignation of Library Director H. Shlah effective May 22<sup>nd</sup> and Trustee H. Garza seconded the motion.

Roll call results were:

- Aye- E. Montiel, M. Blatter, A. Murillo, H. Garza and E. Bartunek
- Nay- None
- Absent- S. Hosek, J. Lopez
- Abstain- None

Having no further business the meeting was adjourned at 8:05 pm.

Respectfully Submitted,



Marjorie Blatter, Secretary