

MINUTES OF THE NOVEMBER 14, 2011  
REGULAR MEETING  
OF THE  
SOUTH HOLLAND PUBLIC LIBRARY  
BOARD OF TRUSTEES

- 1) The meeting was called to order by the President, Mr. John Russell at 7:02 p.m.
- 2) Roll call:  
Present: Mr. John Russell, Mrs. Christine Hermanowicz, Mr. Donald Van Deursen, Mr. Virgil Tolbert, Ms. Marion Wognum, Mrs. Nancy Banash, the Library Director, Mrs. Margaret Klinkow Hartmann, and Edna R. Burns, Secretary.  
Absent: Mr. James Gill
- 3) Visitor's Comments
- 4) Correspondence
- 5) ACTION ITEM #1: Mr. Virgil Tolbert moved to approve the Minutes of the October 24, 2011 Regular Meeting of the South Holland Public Library Board of Trustees. Mr. Donald Van Deursen seconded the motion. Motion carried unanimously.
- 6) ACTION ITEM #2: Mr. Donald Van Deursen moved to approve for payment the bills submitted November 14, 2011 in the amount of \$25,455.20. Mrs. Christine Hermanowicz seconded the motion.

Roll Call:

Ayes: Russell, Hermanowicz, Van Deursen, Tolbert, Wognum, Banash

Nays: None

Motion carried.

- 7) Treasurer's Report
  - a) Report of Expenditures to date for FY2011-2012 presented.
- 8) Unfinished Business
  - a) ACTION ITEM #3: Mrs. Christine Hermanowicz moved to adopt the restricted changes in the Meeting Room Policy (6.1 and 6.9). Mr. Virgil Tolbert seconded the motion. Motion carried unanimously.
  - b) ACTION ITEM #4: Mrs. Christine Hermanowicz moved to accept the bid by Bandstra Builders, Inc. of Dyer, IN for concrete work to repair the

handicapped access ramp for a total of \$995. Mr. Donald Van Deursen seconded the motion.

Roll Call:

Ayes: Russell, Hermanowicz, Van Deursen, Tolbert, Wognum Banash

Nays: None

Motion carried.

c) The Board reviewed the FY2012 Per Capita updated with EAV figures.

9) New Business

a) The Board agreed to have the South Holland Public Works department to remove the old front sign. Mrs. Christine Hermanowicz asked Mrs. Margaret Klinkow-Hartmann to get dimensions and quotes for a patio in the front of the Library.

b) The Board agreed to join ALTAFF (the Association of Library Trustees, Advocates, Friends and Foundations) for one year (\$80 membership).

c) Regarding the retention of deletions from social media, for Social Media Policy, Mr. John Russell will review the state record retention law and make a recommendation.

d) The Board agreed to accept the revision of methods for obtaining yearly reference statistics from a week twice yearly to recording continuously.

10) Library Director's Report of November 14, 2011 was presented.

The Board agreed to provide monetary assistance to Elizabeth De Jong, Head of Circulation, in obtaining her Master of Library and Information Science Degree over the next three years.

11) Announcements

a) Margaret Klinkow-Hartmann invited the Board members to attend, with a date (optional), the Holiday Party on Friday, December 2<sup>nd</sup>, beginning 6:00 pm. Ms. Marion Wognum accepted the invitation and Mrs. Christine Hermanowicz will RSVP by Monday, November 21<sup>st</sup>.

b) The next regular meeting of the South Holland Public Library Board of Trustees is December 19, 2011 at 7:00 p.m.

12) At 8:05 p.m. Mr. Donald Van Deursen moved that the Board adjourn to the next meeting. Mr. Virgil Tolbert seconded the motion. Motion unanimously carried.

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(Secretary's Signature)

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Date