

**Matteson Area Public Library District
Board of Trustees Meeting
August 20, 2019
7:00 p.m.**

1. Call to Order

- The regular meeting of the Board of Trustees was called to order at 7:00 pm by Vice President Harold Gillis.

2. Roll Call

Present were Trustees Harold Gillis, Temitope Babayode, Jonathan Currin, Milfred Moore, and Andrea Williams. Also present were Director Kathy Berggren, Assistant Director Lisa Morrison-Korajczyk, Business Manager Jeanne Mueller, and Administrative Assistant Laretta Benford. Trustees Howard Hunigan and Beverly Coleman were absent.

3. Pledge of Allegiance

4. Opportunity for Public Comment

- No public present.

5. Consent Agenda

- Trustee Moore made a motion to approve the consent agenda. Seconded by Trustee Babayode. Roll call vote.

❖ Andrea Williams – yes	❖ Harold Gillis – yes
❖ Jonathan Currin – yes	❖ Temitope Babayode – yes
❖ Milfred Moore - yes	

Motion carried

6. Consideration of Financial Reports

- Trustee Moore made a motion to approve the disbursement of \$198,960.03 for July operating expenses; \$143,704.32 for payroll related expenses and \$55,255.71 for invoices. Seconded by Trustee Babayode.

- Trustee Moore made a motion to increase the working budget for health insurance by \$50,000. Seconded by Trustee Babayode. Roll call vote.

❖ Andrea Williams – yes	❖ Harold Gillis – yes
❖ Jonathan Currin – yes	❖ Temitope Babayode – yes
❖ Milfred Moore - yes	

Motion carried

7. Director's Update

- Director Berggren reported on the IPLAR comparison report handouts.

- Administrative Assistant Laretta Benford demonstrated to the Board how to get into their dedicated Trustee email and calendar.

8. Open Items

- Trustee Babayode made a motion to remove from the table and approve the Budget and Appropriations for FY19-20. Seconded by Trustee Moore. Roll call vote.
 - ❖ Andrea Williams – yes
 - ❖ Jonathan Currin – yes
 - ❖ Milfred Moore - yes
 - ❖ Harold Gillis – yes
 - ❖ Temitope Babayode – yesMotion carried
- Trustee Babayode made a motion to approve the purchase of liability insurance through the Cook & Kocher Insurance Group for \$24,865. Seconded by Trustee Moore. Roll call vote.
 - ❖ Andrea Williams – yes
 - ❖ Jonathan Currin – yes
 - ❖ Milfred Moore - yes
 - ❖ Harold Gillis – yes
 - ❖ Temitope Babayode – yesMotion carried
- Trustee Babayode made a motion to approve the Illinois Public Library Annual Report (IPLAR) for FY 18-19. Seconded by Trustee Moore. Roll call vote.
 - ❖ Andrea Williams – yes
 - ❖ Jonathan Currin – yes
 - ❖ Milfred Moore - yes
 - ❖ Harold Gillis – yes
 - ❖ Temitope Babayode – yesMotion carried

9. New Business

- Trustee Moore made a motion to allow the staff to dispose of seven sewing machines that are no longer working and have been scavenged for parts. Seconded by Trustee Babayode. Roll call vote.
 - ❖ Andrea Williams – yes
 - ❖ Jonathan Currin – yes
 - ❖ Milfred Moore - yes
 - ❖ Harold Gillis – yes
 - ❖ Temitope Babayode – yesMotion carried
- Trustee Babayode made a motion to allow Trustees to attend the ILA Conference at Tinley Park. Seconded by Trustee Currin. Roll call vote.
 - ❖ Andrea Williams – yes
 - ❖ Jonathan Currin – yes
 - ❖ Milfred Moore - yes
 - ❖ Harold Gillis – yes
 - ❖ Temitope Babayode – yesMotion carried

- Trustee Moore made a motion to approve a 2.5% pay increase for the Library Director effective July 1, 2019. Seconded by Trustee Babayode. Roll call vote.
 - ❖ Andrea Williams – yes
 - ❖ Jonathan Currin – yes
 - ❖ Milfred Moore - yes
 - ❖ Harold Gillis – yes
 - ❖ Temitope Babayode – yes
- Motion carried

10. Correspondence

- Trustee Williams read a comment card from a patron thanking Tom, Betty and Maria for helping her find information for her research paper.
- Another comment card thanking Maria for assisting her.
- A thank you from Angela Brunson commenting on how great the Matteson Area Public Library is.
- A thank you from a patron to Jasmine Henderson, Computer Attendant for helping her in the Computer Lab.
- A letter from the Office of the Secretary of State Jessie White, informing us that the Matteson Area Public Library had received a grant in support of another project Next Generation grant in the amount of \$18,400.
- There was an article in BookShelf magazine about the FanFest activities held here at the library.

11. Comment by Library Officials, Trustee Committee Oral Reports, and setting any future meeting dates

- Trustee Babayode scheduled a Building, Grounds and Equipment meeting for August 28th at 6:00 pm.
 - Trustee Babayode made a motion to go into closed session under Section 2(c)(1) of the Open Meetings Acts in order to discuss the performance of specific employees of the public body. Seconded by Trustee Currin. Roll call vote.
 - ❖ Andrea Williams – yes
 - ❖ Jonathan Currin – yes
 - ❖ Milfred Moore - yes
 - ❖ Harold Gillis – yes
 - ❖ Temitope Babayode – yes
- Motion carried

The Board went into closed session at 8:05 pm.

The Board came out of closed session at 8:28 pm.

Trustee Moore made a motion to adjourn the meeting. Seconded by Trustee Babayode. Ayes 5. Nays 0. Motion carried.

The Board meeting adjourned at 8:29 pm.

Approved by Secretary, Andrea Williams

Minutes Prepared by, Laretta Benford
Administrative Assistant