



GLENWOOD-LYNWOOD PUBLIC LIBRARY DISTRICT / 19901 STONY ISLAND AVENUE / LYNWOOD, IL 60411

BOARD OF TRUSTEES

Regular Meeting

October 19, 2021

6:00 PM

Hybrid (In-Person and Zoom)

1. Call to Order & Roll Call-6:00 PM

Trustees Present: Dixon, Drayer, Elmore, Smith

Trustee Absent: Tatum, Tyler, White

2. Recognition of visitors

- None

3. Public Comment on the Agenda

- None

4. Friends of the Library Report

5. Consent Agenda (action for all)

A. Approval of Minutes

- September 21, 2021 Budget & Appropriations Ordinance Meeting

MOVE TO ACCEPT THE SEPTEMBER 21, 2021 BUDGET AND
APPROPRIATIONS ORDINANCE MEETING MINUTES

Motion: Trustee Elmore Ayes: All
Second: Trustee Drayer Nays: None

- September 21, 2021 Regular Library Board Meeting

B. Treasurer's Report

- October 2021

C. Bill Claimed Lists

- October #1: \$26,720.05
- October #2: \$415,961.89

MOVE TO ACCEPT THE CONSENT AGENDA; INCLUDING THE SEPTEMBER 21, 2021 REGULAR BOARD MEETING MINUTES, THE OCTOBER TREASURER'S REPORT, AND THE OCTOBER #1 AND #2 2021 BILLS CLAIMED LIST(S) IN THE AMOUNT OF \$442,681.94

Motion: Trustee Elmore Ayes: All
Second: Trustee Drayer Nays: None

Motion Passed

D. Financial Report

- Director Brian Vagt and Business Manager Tamera Taylor discussed the Financial Report in detail

E. Business Manager's Report

6. New Business

- A. Transfer \$400,000 from Wintrust Money Market account to the local bank general checking account to pay invoices and make payroll

MOVE TO APPROVE THE TRANSFER OF \$400,000 FROM THE WINTRUST MONEY MARKET ACCOUNT TO THE LOCAL BANK GENERAL CHECKING ACCOUNT TO PAY INVOICES AND MAKE PAYROLL

Motion: Trustee Drayer Ayes: All
Second: Trustee Elmore Nays: None

Motion Passed

B. Approval Cash Handling Policy

MOVE TO APPROVE THE CASH HANDLING POLICY (WITH CHANGES IF NECESSARY)

Motion: Trustee Smith Ayes: All
Second: Trustee Drayer Nays: None

C. Approval Personal Time Policy

MOVE TO APPROVE THE PERSONAL TIME POLICY (WITH CHANGES IF NECESSARY)

Motion: Trustee Elmore Ayes: All
Second: Trustee Drayer Nays: None

7. Old Business

8. Director's Report

- Director Brian Vagt presented his report in detail.

9. Communications

- Voluntary Annexation-Removal from Tax Bill

10. Audience Comments and/or Questions

Per the Library Policy, Section 1.1, Article IV: Meetings, Section 4: Members of the audience may comment on, or be asked to comment on, specific agenda items during the meeting at the discretion of the President or presiding officer, for a time of **two (2) minutes**

11. Executive Session

Pursuant to 5 ILCS 120/2, go into Executive Session for the purpose to:

MOVE TO GO INTO EXECUTIVE SESSION PURSUANT TO 5 ILCS 120/2
FOR THE PURPOSE TO

12. Adjournment

MOVE TO ADJOURN AT 6:53 PM

Consensus