

**Chicago Heights Public Library  
Board of Trustees Minutes  
September 8, 2016**

Board Chair Wilcox called the meeting to order at 6:39 PM.

**Members Present:** Trustee Wilcox, Trustee Bennett, Trustee High, Trustee Perez, and Trustee Sanders

**Members Absent:** Trustee Cifelli, Trustee Martinez-Gomez, and Trustee Stanfa

**Also Present:** Mr. Menzies and Ms. Martin

Trustee High moved, and Trustee Perez seconded a motion to approve the minutes of August 11, 2016. Motion carried.

**Board Correspondence:**

**Board Chair:** We received a card from Mrs. Cifelli. The library received the two checks from Savers.com for \$750 each.

**Ms. Martin:** The library has four crafts for children to do at the Sister Cities Festival; also the library will be giving away, t-shirts, books, pencils, and library flyers.

**Board Chair:** The library will be setting up in the circle in front of Bloom High School this year.

**Public Comments:**

None.

**Librarian's Report:**

**Mr. Menzies:** The library has been awarded two waves of the e-rate, the fiber and voice. The Comcast contract will be to initiate the fiber connection and give us more bandwidth. We will install a server for better firewall.

**Building Report:**

None.

**Finance Committee:**

Comparative Report: The year-to-date expenses are \$213, 164.44.

Per Capita Grant: The balance on hand as of August 2016 is \$15,308.92.

**Trustee Bennett:** The landscaping bill was for the recent clean up and Menards invoice was for the canopies purchased for the Sister Cities Festival.

Trustee High moved, and Trustee Sanders seconded a motion to approve the August 2016 bills. Motion carried.

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**Library Committee:**

None.

**Grants Committee:**

None.

**Hiring Committee:**

None.

**New Business:**

Trustee Perez moved, and Trustee Bennett seconded, a motion to accept the Holiday Closings and Board meeting dates for 2017.

**Old Business:**

Ron Colletta, from Comcast, reported that the fiber is close to the library, and it should be quick to get the circuit in. The Library would like to maintain business class Internet for a back up. Currently, we have 100 megabits down and 20 up, e-rate upgrade will give us 300 down and 300 up. Patrons will notice a substantial difference in speed. The library was paying full price for business class Internet, now we are getting a circuit with guaranteed bandwidth for less and 50% off the telephone charge.

**Adjournment:**

At 6:54 pm, Trustee Bennett moved, and Trustee Perez seconded, a motion to adjourn the meeting. Motion carried.

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Ms. Lori Wilcox  
Library Board Chair