

Board Meeting
Minutes

May 16, 2007

The regular monthly meeting of the Board of Trustees of the Bellwood Public Library was called to order at 6:59 p.m. by Mr. Bryant in the Large Meeting Room.

Attendance: Present Mrs. Smith, Mr. Bryant, Ms. Archibald, Ms. Grundler, Pastor Horton and Rev. Dr. Saffo were absent. Also in attendance was Mrs. Wooten, Director, Mrs. Randall, Administrative Assistant and Anthony Oliver, Project Manager.

A motion was made by Ms. Grundler, seconded by Ms. Smith, to accept the consent agenda as printed. All Ayes.

Finance Committee Report: Read by Ms. Archibald. The annual audit has been postponed until the administrative staff can solve some related electronic issues. The Illinois Public Library Annual Report (IPLAR) is being completed as a prerequisite for the per capita grant application which will be due in the fall.

A. Report of Bills # 642, #642-A, #642-B: The following reports of bills were submitted, copies of which are included as part of these minutes:

#642 in the amount of	\$ 53,199.85
#642-A in the amount of	\$ 43,270.12
#642-B in the amount of	\$ 111.59

TOTAL: \$ 96,581.56

A motion was made by Mrs. Smith, seconded by Mrs. Grundler, to accept bills #642, #642-A and #642-B, that they be submitted for payment, and that the Library Board Treasurer and Library Board Secretary be authorized to issue checks in payment of these bills, pending the receipt of the treasurer's report. A roll call vote was taken.

AYES: 4: Mrs. Smith, Ms. Archibald, Mr. Bryant and Ms. Grundler

NAYS: 0

ABSENT: 2: Pastor Horton and Rev. Dr. Saffo

The motion carried.

B. Transfer of Funds: An IPTIP transfer of \$97,000 was made on April 12, 2007

C. Reinvestments: None.

Other Committee Reports:

A. Administration Committee: Mr. Bryant reported that approval is necessary for the electronic attendance policy that was distributed at the April Board meeting. This is an amendment to the Open Meetings Act that became effective as of January 1, 2007. Electronic attendance is defined as ‘electronic audio or video communication’ during a meeting. Some boards do not permit electronic participation at all. Those that do cannot use the remote participant to constitute a quorum. A motion was made by Ms. Archibald, seconded by Ms. Grundler to approve the electronic attendance policy.

AYES: 4: Mrs. Smith, Ms. Archibald, Mr. Bryant and Ms. Grundler

NAYS: 0

ABSENT:2: Pastor Horton and Rev. Dr. Saffo

The motion carried.

B. Buildings and Grounds Committee: Mr. Bryant reported that proposals are being sought for the replacement of the corroded railings at the front entrance of the library. When the best proposal is determined, immediate replacement will be requested to prevent any accidents by those using this entrance to visit the library. Two small bike racks have been ordered as replacements for the missing rack. These racks will accommodate 6 bikes each for a total capacity of 12 at any given time. They will be securely anchored to prevent their unauthorized removal.

C. Public Relations and Legislation: Ms. Grundler reported that an email was sent to each Library Trustee with information about legislation (HB 1727) being proposed to require filters on all public computers. Trustees and librarians are encouraged to contact their representatives to ask them to defeat this bill.

Participants in Illinois Library Day (April 19) in Springfield declared it a huge success. The crowd from all across the state was substantially smaller than previous years, but their message to legislators was loud and clear.

Central Credit Union of Bellwood has donated 3 new computers with monitors for the Children’s Department. A grand opening celebration is being planned to be attended by Central Credit Union officials, library staff and children using the new computers. Local newspapers will be invited to take pictures and to publicize the event. The library has purchased tickets to the theatrical production of “The Color Purple” scheduled for June 17, 2007 at 7:30 in the evening. Two free tickets will be available for each Board and staff member and one free ticket for each of the Friends of the Library. Depending on demand and availability, additional tickets may be purchased at cost from the library

D. Planning and Development Committee: Mr. Bryant reported that even though the library referendum for a new building failed on April 17, 2007, it will be imperative that some repairs be made to this building in the near future. This is necessary for the safety and convenience of patrons and staff. Also it is recommended that a space analysis be made to assist in the proficient utilization of the available space until a new building can be completed. The current library building must suffice for 2-3 years, possibly longer, during which time the staff must continue to provide excellent service and accommodations for the Bellwood community. A space assessment will be an invaluable tool in this endeavor.

E. Metropolitan Library System: Mrs. Smith Reported that MLS has adopted a revision of 'Statement of Reference Standards' which is divided into 4 sections. They are: MLS Reference Vision, Institutional Standards, Professional Standards, and Service Standards. This 6 page document was developed by the MLS Reference Advisory Committee consisting of 12 reference librarians and administrators representing multitype libraries of academic, public, school and special. Copies of this document have been distributed to the Bellwood Public Library Reference staff.

New Business: None

Public Comment: None

Announcements: None

The next monthly Board Meeting of the Bellwood Public Library Board will be held on Wednesday, June 13, 2007 at 7:00 p.m.

Adjournment: A motion was made by Ms. Grundler, seconded by Mrs. Smith, to adjourn the meeting. Voice vote: all ayes.

Mr. Bryant adjourned the meeting at 7:16 p.m.

Chris Randall, Recording Secretary