

MINUTES OF THE FEBRUARY 21, 1973 MEETING OF THE
BOARD OF DIRECTORS OF THE BELLWOOD PUBLIC LIBRARY

The regular meeting of the Board of Directors of the Bellwood Public Library was called to order at 7:55 P.M. on February 21, 1973 in the library meeting room. Present were Mrs. Kaiser, Mrs. Clifford, Mr. Kirkel, Mr. Gallagher and Mr. Korbel. Mr. Katusic and Dr. Fletcher and Mrs. Bergo were absent.

The minutes of the January 17, 1973 meeting were read. A motion was made by Mr. Kirkel and seconded by Mr. Gallagher to accept the minutes as submitted. Unanimously approved by the board.

The Financial Report for the month of January 1973 was presented. A motion was made by Mr. Gallagher and seconded by Mrs. Clifford to accept the report as submitted. Unanimously approved by the board.

The Comparative Statement of Budget and Expenditures for the month of January 1973 was received and placed on file.

The Finance Committee presented the following reports of bills, copies of which are included as part of these minutes:

No. 231 in the amount of \$2,344.44

No. 231-A in the amount of \$8,272.74

A motion was made by Mr. Gallagher and seconded by Mr. Kirkel that the President, Secretary and Village Treasurer be authorized to issue voucher checks in payment of the bills presented at this meeting. Unanimously approved by the board.

A motion was made by Mr. Gallagher and seconded by Mr. Kirkel to transfer \$9,000.00 from the savings account at the Bank of Bellwood and \$1,000.00 from the savings account at Melrose Park National Bank to the checking account at Melrose Park National Bank. Unanimously approved by the board.

COMMUNICATIONS:

We have received an application for use of the library meeting room from the Bellwood Ponytail League for organization meetings from 7:30 P.M. to 9:00 P.M. on the following dates:

March 8, 1973
April 12, 1973
May 10, 1973

June 14, 1973
July 12, 1973
August 9, 1973

A motion was made by Mr. Gallagher and seconded by Mrs. Clifford to allow them to use the room free of charge for the dates requested. Unanimously approved by the board.

LIBRARY DIRECTORS REPORT:

The Library Directors Report for the month of January 1973 was received and placed on file.

Mr. Korbel informed the board that Mr. Faedtke has donated 400 books from Greenwood Press. If these books were to be purchased, their value would be about \$5,000.00. A letter has been sent to Mr. Faedtke thanking him for his generosity.

Shelving:

Mr. Korbelt stated that we need a special set of shelving. A quotation has been received from the Andrew Wilson Co., delivered and installed for the sum of \$692.00. Also needed are 24 more shelves at a cost of approximately \$4.50 per shelf. A motion was made by Mr. Gallagher and seconded by Mr. Kirkel to allow purchase of the special shelving and also the purchase of 24 additional shelves at the price stipulated. Unanimously approved by the board.

Xerox:

At the present time, we pay \$150.00 per month for our Xerox copier and keep all the revenue but we have to buy our own supplies for the machine. They have a new arrangement whereby they will pay us \$30.00 per month and take 10% of our revenue but will furnish all supplies for the copier. It will also be necessary for us to pay 8¢ per copy for things run for our own use. A motion was made by Mr. Gallagher and seconded by Mrs. Clifford that we accept this agreement from Xerox Company effective April 1, 1973. Unanimously approved by the board.

ADMINISTRATION COMMITTEE:

By-Laws:

Mr. Kirkel would like to have added to the by-laws, the following statement: "If any employee is convicted of a felony, this conviction shall be considered as cause for dismissal."

Committee Meetings:

There will be a meeting to discuss Rules and Regulations revisions on Wednesday, March 14, 1973 at 8:30 P.M. here at the library.

There will be a Budget Meeting on Monday, March 26, 1973 at 7:30 P.M. in the library meeting room.

The regular board meeting scheduled for April 18, 1973 has been changed to Wednesday, April 25, 1973 at 7:30 P.M.

BUILDING AND GROUNDS:

Mr. Kirkel read a letter from the Village of Bellwood stating that they will plant 4 trees for the library in the spring; 2 on the parkway and 2 on the library lawn.

PUBLIC RELATIONS AND LEGISLATION:

We have received our shipment of the brochure from the printer. It is hoped that these will be mailed with the Bellwood Bulletin, which will be issued in April, before election day.

FINE ARTS: No report

LIBRARY SYSTEMS: No report

UNFINISHED BUSINESS:

A phone poll was taken as to whether the library should pay for tickets to the Cernan dinner being held Sunday, February 25, 1973

at the Sheraton O'Hare Motor Hotel. The results were as follows: AYES, Mr. Kirkel, Mr. Katusic, Dr. Fletcher, Mrs. Kaiser. NAYS, Mrs. Bergo and Mr. Gallagher. It was decided that the library would pay the sum of \$10.00 for each board member and the library director to attend this dinner with the person attending paying for any additional tickets they may require.

NEW BUSINESS:

We have received new insurance policies from Rollins, Burdick and Hunter for the three year period covering March 4, 1973 to March 4, 1976. They have included a letter to reflect upwards coverage on personal property from \$40,000.00 to \$54,000.00 at a cost of \$50.00 additional annually. They propose to upgrade the library floater coverage from \$250,000.00 to \$360,000.00 with an additional premium of \$444.00 yearly. They have upgraded the coverage on the building from \$225,000.00 to \$265,000.00 reflecting an increase of \$75.00 annually. A motion was made by Mr. Gallagher and seconded by Mr. Kirkel that we renew and pay the insurance policies as submitted with increased coverage for personal property and books, but with increased coverage on the building to reflect 100% replacement cost of \$500,000.00 (80% co-insurance of \$400,000.00). The insurance company is to be contacted as to the cost of this increased coverage. Unanimously approved by the board.

A recommendation was made by Mr. Gallagher that between now and January, 1974 the Building and Grounds Committee be charged with looking into securing competitive bids on our insurance.

A motion was made by Mr. Gallagher to close the meeting and President Kaiser declared the meeting adjourned at 10:30 P.M.

Respectfully submitted,

Katherine A. Clifford

Katherine Clifford, Secretary