

MINUTES OF THE SEPTEMBER 19, 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 8:00 P.M. on Sept. 19, 1973 in the library meeting room. Present were Mr. Gallagher, Mrs. Kaiser, Mrs. Bergo, Dr. Fletcher, Mr. Katusic, Mrs. Clifford and Mr. Korbel. Mr. Kirkel was absent. President Gallagher appointed Mrs. Kaiser secretary protem in the absence of Mr. Kirkel.

The minutes of the June 20, 1973 meeting were read. A motion was made by Mrs. Kaiser and seconded by Dr. Fletcher to accept the minutes as submitted. Unanimously approved by the board.

The Financial Report for the months of June, July and August, 1973 was presented. A motion was made by Mrs. Bergo and seconded by Dr. Fletcher to approve the reports as submitted. Unanimously approved by the board.

The Comparative Statement of Budget and Expenditures for the months of June, July and August, 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. 236 in the amount of \$7,928.00
No. 236A in the amount of \$8,375.13
No. 237 in the amount of \$5,701.95
No. 237A in the amount of \$8,658.18
No. 238 in the amount of \$4,751.11
No. 238A in the amount of \$8,779.54

A Motion was made by Mrs. Kaiser and seconded by Mr. Katusic that the President, Secretary and Village Treasurer be authorized to issue voucher checks in payment of the bills presented at this meeting. A roll call vote was taken: Kaiser, aye - Bergo, aye - Fletcher, aye - Katusic, aye - Clifford, aye - Gallagher, aye. This motion passed with the full consent of the board.

COMMUNICATIONS:

A note of appreciation has been received from John Plahn for the donation made to the heart fund as a memorial to Mrs. Plahn by the Board of Directors.

We have received an application for use of the meeting room from the West Suburban Artists Guild for two meetings a month from October 1973 through April, 1974. They have also asked for permission to hold their annual members exhibit at the library the week of Nov. 12th with an open house and tea on Nov. 10th. A motion was made by Dr. Fletcher and seconded by Mrs. Bergo to allow them to use the room as requested at a charge of \$10 per meeting with an additional charge of \$10 for the custodian for overtime. No charge will be made for the art exhibit and tea. Unanimously approved by the board.

The Lone Tree Girl Scout Council has filed for permission to use the meeting room on Sept. 19th and Oct. 24th for a meeting of Girl Scout Leaders. Approval was given by Mr. Gallagher for the Sept. 19th meeting. A motion was made by Mrs. Bergo and seconded by Mrs. Clifford to allow them to use the meeting room on a no charge basis.

Unanimously approved by the board.

An application for use of the meeting room was presented from the St. Simeon's Cub Pack 126 for monthly meetings of pack leaders from Sept. 25th to May 14th. A motion was made by Mrs. Clifford and seconded by Dr. Fletcher to allow them to use the room on a no charge basis. Unanimously approved by the board.

The Memorial Park Senior Citizens group has petitioned for use of the meeting room every Wednesday from 1:00 to 4:00 P.M. A motion was made by Mr. Katusic and seconded by Mrs. Bergo to allow them to use the room at no charge. Unanimously approved by the board.

LIBRARY DIRECTORS REPORT:

The Library Directors Reports for the months of June, July and August, 1973 were received and placed on file.

Personnel

Kathryn Brady, Jeane Siffermann and Janet Klingner have left the library for college. Miss Sheri Donarski, Miss Sandra Rocha, and Miss Patricia Culhane have been hired as pages to replace them.

Inventory

Mr. Korbelt reported on the results of the inventory taken in the Adult Non-Fiction. We have book losses of 259 volumes for a cost of \$1,532.80.

Summer Activities

A report on the Summer Childrens Program will be presented at the next meeting. The Winter Program has been cancelled. Recataloging has been completed to conform with A.L.A. standards. The library meeting room, the kitchen, lounge and stairway have been repainted and the Librarian's office redecorated. The grating on the south side of the building will be enclosed with plywood and covered with aluminum siding to eliminate the problems we have had in this area.

ADMINISTRATION COMMITTEE: No report

BUILDING AND GROUNDS COMMITTEE:

President Gallagher charged this committee (Mr. Kinkel, Mrs. Clifford and Dr. Fletcher) to hold a meeting to organize and discuss receiving bids and evaluation from various insurance companies on the coverage for the library. This matter was brought up at a previous meeting and since the major portion of our present policies will be billed in January, groundwork should be laid for competitive bidding.

PUBLIC RELATIONS & LEGISLATION:

Mr. Gallagher has been asked to serve on the I.L.A. Legislative Committee and has accepted.

PLANNING AND DEVELOPMENT COMMITTEE:

The referendum proposed for this fall has been postponed until spring. Figures quoted by Perkins and Will for the proposed expansion are as follows:

Basement	\$ 6,850.00	
Garage	10,200.00	
Libr. Addition	13,700.00	
E. Stair Hall	<u>8,800.00</u>	
	\$39,550.00	<u>TOTAL</u>

A 15% contingency factor should be added to the above figures.

LIBRARY SYSTEMS COMMITTEE: No report

UNFINISHED BUSINESS:

A report was given on information gathered on certificates of deposit for a higher interest yield on library funds. Since tax monies are slow in coming in this year, at the present time there are no excess funds that can be tied up. This matter will be given further consideration in the future.

Suburban Library Trustees Association

There will be a membership meeting on October 25th at the South Stickney Library.

NEW BUSINESS:

The S.L.S. will conduct a Library Funding Workshop at their headquarters on Thursday, Sept. 27th, 7:30 to 10:00 P.M. They are to be notified that all board members and Mr. Korbel will be present.

Mr. Kinkel has requested a change in board meeting nights to Tuesday or Thursday. The board was asked for their comments and suggestions. It was decided to continue with the Wednesday night meetings for the present until further information has been received from Mr. Kinkel on his request.

We have received a renewal notice on the service agreement for the non-cartridge type 3M reader-printer. It was decided not to renew this contract and that a progress report be given at the January meeting on any problems that may have developed with this machine.

I.L.A. Convention - November 2nd - Sheraton O'Hare - election of officers, ILA Trustee Section 2:00 P.M. All board members are asked to attend if possible.

A motion was made by Mrs. Bergo and seconded by Mrs. Clifford to close the meeting and President Gallagher declared the meeting adjourned at 10:35 P.M.

Respectfully submitted,

Rosemary Kaiser (by Adeline Bergo)
 Rosemary Kaiser,
 Secretary Pro-Tem