

X

AGENDA - - LIBRARY BOARD MEETING

OCTOBER 15, 1975

1. Call to order
2. Roll call
3. Reading of minutes - Sept. 17, 1975
4. Review or Revision of agenda as appropriate
5. Finance Committee Reports
 - A. Financial Report - Sept., 1975
 - B. Comparative Statement - Sept., 1975
 - C. Reports of Bills #263 and #263-A
 - D. Financial Report - Special Building Fund - Sept., 1975
 - E. Report of Bills #SBF-7
 - F. Approval of Audit Report 1974-75
6. Communications
 - A. Hall use - Bellwood Youth Baseball business meetings
7. Library Directors Report - Sept., 1975
8. Other Committee Reports
 - A. Administration
 - B. Building and Grounds
 1. Quotations on maintenance of heating and air conditioning
 2. Quotation on changing present air condition system to air cooled rather than water cooled
 3. Trash container
 - C. Planning and development
 - D. Public Relations and Legislation
 - E. Library Systems
9. Old Business
10. New Business
 - A. Chamber of Commerce 2 for 1 dinner - Nov. 5th - Golden Autumn Restaurant - 6 P.M. - 7\$
11. Adjournment

MINUTES OF THE OCTOBER 15th, 1975 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 by Vice President, Rosemary Kaiser, at 8:10 P.M. on Wednesday, October 15, 1975 in the library meeting room. Present were Mrs. Kaiser, Mrs. Clifford, Miss Olson, Mr. Katusic, Dr. Fletcher, Mrs. Bergo and Mr. Korbel. Mr. Gallagher was absent.

The minutes of the September 17, 1975 meeting were read. A motion was made by Miss Olson and seconded by Mr. Katusic that the minutes be accepted as presented. Unanimously approved by the board.

The Financial Report for the month of September, 1975 was submitted. A motion was made by Mrs. Bergo and seconded by Miss Olson that the report be approved as read. Unanimously approved by the board.

The Comparative Statement of Budget and Expenditures for the month of September 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. 263 in the amount of \$3,679.52
No. 263A in the amount of \$11,148.32

A motion was made by Mrs. Bergo and seconded by Miss Olson 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: Mrs. Kaiser, aye - Mrs. Clifford, aye - Miss Olson, aye - Dr. Fletcher, aye - Mr. Katusic, aye - Mrs. Bergo, aye - Unanimously approved.

The Special Building Fund Financial Report for the month of September 1975 was submitted. A motion was made by Mrs. Bergo and seconded by Dr. Fletcher that this report be accepted as presented. Unanimously approved by the board.

Special Building Fund Report of Bills #SBF-7, copy of which is included as part of these minutes, was presented. A motion was made by Mrs. Bergo and seconded by Dr. Fletcher 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: Mrs. Kaiser, aye - Mrs. Clifford, aye - Miss Olson, aye - Dr. Fletcher, aye - Mr. Katusic, aye - Mrs. Bergo, aye - Unanimously approved.

AUDIT APPROVAL:

A motion was made by Mr. Katusic and seconded by Dr. Fletcher that the 1974-1975 Audit Report as submitted by the firm of Goldman and Weiss be approved. Unanimously approved by the board.

COMMUNICATIONS:

We have received an application for use of the library meeting room from the Bellwood Youth Baseball Organization for business meetings. During the summer months of their meetings, they have stated that they would like to use the hall beyond our normal closing time. After some discussion, it was agreed that this was contrary to our regular policy and a motion was made by Mrs. Bergo and seconded by

Dr. Fletcher that we grant them use of the library meeting room during regular library hours (no later than 9 P.M.) on a no charge basis. Unanimously approved by the board.

LIBRARY DIRECTORS REPORT:

The Library Directors Report for the month of September, 1975 was received and placed on file.

BUILDING AND GROUNDS:

We have received two quotations for a maintenance contract for our heating and air conditions system. One from Ideal Heating and Sheet Metal, Inc. for \$1,890.08 and one from McCarty Bros. for \$1,624.00. We have also been informed by McCarty Bros. that our present evaporative condenser (water tower) is badly corroded and will have to be replaced shortly. They have suggested the possibility of converting our present air conditioning system to an air cooled rather than water cooled unit. This would involve removing the present evaporative condenser, purchasing and installing on the roof a new air cooled condenser and piping it into our existing system. At the request of Mr. Korbel, McCarty has submitted a quotation for this work at a cost of \$7,821.40. They have also given us an alternate quotation to replace the present water tower with a new one at a price of \$5,265.00. Discussion followed on the relationship of the two systems and it was generally felt that in the long run, the air cooled system would present fewer maintenance problems and would eliminate the necessity to purchase chemicals and a pump previously approved. A motion was made by Mrs. Bergo and seconded by Miss Olson that the library make the change to an air cooled system. Unanimously approved by the board. A motion was made by Miss Olson and seconded by Dr. Fletcher that we ask for a new maintenance contract based on the fact that we will have new air cooled equipment to be maintained. Unanimously approved by the board.

~~We have received two~~ prices for trash containers as discussed at last months meeting. Bruce Municipal \$179 for a 1-1/2 cu. yd. container plus cartage and Van Ryn \$160 for the same size container and no cartage charges. A motion was made by Mr. Katusic and seconded by Miss Olson that we purchase a 1-1/2 cu. yd. trash container from Van Ryn for \$160. Unanimously approved by the board.

BELLWOOD BICENTENNIAL COMMISSION:

The Commission has purchased a large brass bell that belonged to St. John's Lutheran Church (the 1st church built in Bellwood) with the idea a erecting a monument with this bell as its focal point. They are asking if the library would be interested in donating space on the frontlawn for such a monument. The Board expressed interest in this project but has requested submittal of some design sketches before giving a definite answer.

Mrs. Clifford left the meeting at 9:10 P.M. and Mr. Gallagher arrived and took over the meeting at 9:35 P.M.

PLANNING AND DEVELOPMENT:

The board members present toured the dungeon area to be informed of some further changes in design and room usage from the original plans.

We have received a verbal price from DRW Construction Co. of \$3,015.00 for these changes, which cover partition removal, different lighting fixtures, further wall board, and upgraded carpeting. A motion was made by Mrs. Kaiser and seconded by Miss Olson that contingent upon architect approval, we approve this change in plans for the amount of \$3,015.00. Also, upon Dr. Fletchers suggestion, that the Planning and Development Committee be authorized to approve further expenditures (if necessary) for these changes upon recommendation of the architects. Unanimously approved by the board.

NEW BUSINESS:

The Bellwood Chamber of Commerce will hold a 2 for 1 dinner, Wednesday, November 5th at the Golden Autumn Restaurant. Price will be \$7 for two. A motion was made by Mrs. Kaiser and seconded by Mr. Katusic to approve the purchase of tickets for board members, the library director and the secretary to the board ~~should they wish to attend.~~ Unanimously approved by the board.

Miss Olson made a motion to close the meeting and President Gallagher declared the meeting adjourned at 10:20 P.M.

Respectfully submitted,

Adeline Bergo
Adeline Bergo, Secretary

VILLAGE OF BELLWOOD - LIBRARY SPECIAL BUILDING FUNDS

Report of Bills - Oct., 1975

PRESIDENT AND BOARD OF DIRECTORS: The following bills approved by the Finance Committee for payment are to be paid out of the respective funds of the Bellwood Public Library.

<u>DUE TO</u>	<u>FOR</u>	<u>AMOUNT</u>	<u>VOUCHER</u>
Andrew Wilson Co.	Building Equipment	\$207.20	1013
		<u>GRAND TOTAL</u>	<u>\$207.20</u>

APPROVED: _____

VILLAGE OF BELLWOOD - SPECIAL BUILDING FUNDS

FINANCIAL REPORT - Oct., 1975

Balance per books, checking account, Oct. 1, 1975		\$ 3,874.06
DEPOSITS:		
From sav. acct.	\$10,000.00	
From General Fund		
Building Account	<u>10,487.42</u>	
	\$20,487.42	<u>20,487.42</u>
		\$24,361.48
Disbursements for October SBF-7	\$207.20	
Disbursement Chk. #1014, Oct. 23	\$23,315.00	
		<u>23,522.20</u>
		\$ 839.28

BANK RECONCILIATION

Balance per checking account bank statement		\$24,154.28
OUTSTANDING CHECKS:		
#1014 \$23,315.00		<u>23,315.00</u>
		\$ 839.28

<u>SAVINGS ACCOUNTS:</u>	<u>OPENING BALANCE</u>	<u>DEPOSITS OR (WITHDRAWALS)</u>	<u>CLOSING BALANCE</u>	
Bank of Bellwood	18,559.51	(10,000.00)		
		500.00 **	9,059.51	
Bank of Bellwood	<u>50,000.00</u>		<u>50,000.00</u> *	
	\$68,559.51	(\$95,00.00)	\$59,059.51	<u>\$59,059.51</u>
			<u>GRAND TOTAL</u>	<u>\$59,898.79</u>

* - Cert. of Dep. matures 10-6

Treasurer