

MINUTES OF THE DECEMBER 15, 1975 MEETING
OF THE BOARD OF DIRECTORS OF THE BELLWOOD LIBRARY

The regular meeting of the Board of Directors of the Bellwood Public Library was called to order at 8:15 P.M. on Monday, December 15, 1975 in the library meeting room. Present were Mrs. Kaiser, Miss Olson, Mrs. Bergo, Mr. Gallagher and Mr. Korbel. Mrs. Clifford, Dr. Fletcher and Mr. Katusic were absent.

The minutes of the November 19, 1975 meeting were read. A motion was made by Mrs. Kaiser and seconded by Miss Olson that the minutes be approved as read. Unanimously approved by the board.

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

The Special Building Fund Financial Report for the month of November, 1975 was read. A motion was made by Mrs. Bergo and seconded by Mrs. Kaiser that the report be approved as submitted. Unanimously approved by the board.

The Comparative Statement of Budget and Expenditures for the month of November 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. 265 in the amount of \$2,199.30
No. 265A in the amount of \$10,168.39
No. SBF-9 in the amount of \$35,696.00

A motion was made by Mrs. Bergo and seconded by Miss Olson that the Secretary, President 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 - Miss Olson, aye - Mrs. Bergo - aye, Mr. Gallagher, aye. Unanimously approved by the board.

A motion was made by Mrs. Kaiser and seconded by Miss Olson to approve the following fund transfers:

\$5,000.00 from 1st Fed. of Westchester to checking account at Bank of Hillside.

\$10,000.00 from 1st Fed. of Westchester to Special Building Fund at the Bank of Bellwood

\$7,400.00 from Bank of Bellwood to Hillside checking account

Unanimously approved by the board.

COMMUNICATIONS:

We have received a request from the Bellwood Block Club for use of the meeting room every Monday from 7:30 to 9:00 P.M. for area club meetings. A motion was made by Mrs. Kaiser and seconded by Miss Olson to allow them to use the room as requested on a no charge basis. Unanimously approved by the board.

We have received a request from Westlake Hospital for use of the meeting room on January 5th for a meeting to coordinate area health services. A motion was made by Miss Olson and seconded by Mrs. Bergo that we approve this request at no charge. Unanimously approved by the board.

We have received a formal letter of resignation from Miss Kathryn Zygowicz which the board accepted with regret. A motion was made by Mrs. Bergo and seconded by Miss Olson that a letter be sent to Miss Zygowicz expressing our regret at losing her and wishing her good luck in her future endeavors. Unanimously approved by the board.

A letter has been sent to the Village Board over Mrs. Kaiser's signature requesting Federal Revenue Sharing Funds in the amount of \$40,000.00 to cover increased costs of construction.

The Library Director's Report for the month of November, 1975 was received and placed on file.

BUILDING AND GROUNDS:

Mr. Korbel informed the board that the steam coil on the boiler is leaking badly and will have to be replaced. McCarty Bros. have patched it but it continues to spring new leaks. The approximate cost of replacement will be \$500.00. A motion was made by Miss Olson and seconded by Mrs. Kaiser that based on this approximate cost, we approve replacement of the steam coil. Unanimously approved by the board.

Due to problems with neighborhood cars parking in our lot and impeding snow removal, it is proposed that we chain the parking lot when the library is closed. A letter has been composed explaining the reasons for our action to the neighbors. A motion was made by Miss Olson and seconded by Mrs. Kaiser that the chaining of the lot be approved and the letter sent to the neighborhood. Unanimously approved by the board.

PLANNING AND DEVELOPMENT:

Mr. Korbel requested approval for a change order for additional carpeting in the stairhall leading from upstairs Juvenile to downstairs Juvenile and by the new mechanical room leading to the new meeting room. Also, the area at the bottom of the stairs leading to the kitchen area. The pricing for this has been set at \$952.00 and is contained in Change Order #4.

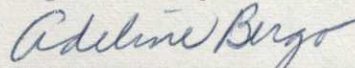
As part of the original construction, the garage roof was not insulated. With the new use of this area, we are experiencing condensation on the ceiling around the light fixtures and along the edge of the building. Perkins & Will have asked D.R.W., Inc. to submit a

price for insulating the garage roof area, repairing this area and also removing and replacing the flashing over the old garage area. We have received no price on this change order as yet. A motion was made by Miss Olson and seconded by Mrs. Bergo to empower the Planning and Development Committee to approve both change orders, for carpeting and garage roof work, after approval by Perkins and Will. Unanimously approved by the board.

We have received a request from the county clerk for permission to use the library as a polling place for the primary and general elections and for registration day. A motion was made by Mrs. Bergo and seconded by Mrs. Kaiser to approve this request. Unanimously approved by the board.

A motion was made by Mrs. Bergo and seconded by Miss Olson to close the meeting and President Gallagher declared the meeting adjourned at 9:40 P.M.

Respectfully submitted,



Adeline Bergo, Secretary

VILLAGE OF BELLWOOD - LIBRARY SPECIAL BUILDING FUNDS

Report of Bills - - December, 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>
D. R. W., Inc.	Building Construction	35,696.00	1019
	<u>TOTAL</u>	<u>\$35,696.00</u>	

APPROVED: _____

VILLAGE OF BELLWOOD - - - SPECIAL BUILDING FUNDS

FINANCIAL REPORT - Dec., 1975

Balance per books, checking account, Dec. 1, 1975	\$39,989.24
DEPOSITS:	
\$17,000.00 from savings account	<u>17,000.00</u>
	\$56,989.24
Disbursements for December SBF-9	35,696.00
Disbursement December 23 (#1020)	<u>20,404.00</u>
	\$ 889.24 ✓

BANK RECONCILLIATION

Balance per checking account bank statement	\$21,293.24
OUTSTANDING CHECKS:	
#1020 \$20,404.00	<u>20,404.00</u>
	\$ 889.24 ✓

<u>SAVINGS ACCOUNTS:</u>	<u>OPENING BALANCE</u>	<u>DEPOSITS OR (WITHDRAWALS)</u>	<u>CLOSING BALANCE</u>	
Bank of Bellwood	19,559.51	(17,000.00)	2,559.51	<u>\$ 2,559.51</u>
			<u>GRAND TOTAL</u>	<u>\$ 3,448.75</u>

Treasurer

AGENDA - - - LIBRARY BOARD MEETING

January 21, 1976

1. Call to order
2. Roll call
3. Reading of minutes - December 15, 1975
4. Review or revision of agenda as appropriate
5. Finance Committee Reports
 - A. Financial Report, Dec. 1975 and SBF Financial Report, Dec., 1975
 - B. Comparative Statement - December, 1975
 - C. Reports of Bills #266, 266A and SBF-10
 - D. Transfer of funds
6. Communications:
 - A. Hall use
 1. Helping Hand Organization
 2. Transcendental Meditation Lecture
7. Library Directors Report - December, 1975
 - A. Personnel
8. Other Committee Reports
 - A. Administration
 1. Holiday Schedule, 1976
 - B. Building and Grounds
 1. Steam Coil update
 2. Alarm System
 - C. Planning and Development
 - A. Change orders
 1. #5 railing
 2. Fire corrections
 3. #10 Storage Room
 4. #11 Door changes
 5. #12 New door
 - D. Public Relations and Legislation
 - E. Library Systems
9. Old business
10. New business
 - A. Chamber of Commerce Installation Dinner - 2-21 - Serritellas
\$18.50 per person
11. Adjournment

