

Ex

AGENDA - - - LIBRARY BOARD MEETING

February 21, 1976

1. Call to order
2. Roll call
3. Reading of minutes - January 21, 1975
4. Review or revision of agenda as appropriate
5. Finance Committee Reports
 - A. Financial Report, Jan., 1976 and SBF Financial Report, Jan., 1976
 - B. Comparative Statement - January, 1976
 - C. Reports of Bills #267, 267A and SBF-11
 - D. Transfer of funds
6. Communications
 - A. Hall use
 1. Bellwood Garden Club - Bake Sale and Bazaar
 2. Letter to Mrs. Featherling and Mrs. Musteikis
 3. Letter to Village, Jan. 23, 1976
7. Library Directors Report - January, 1976
8. Other Committee Reports
 - A. Administration
 - B. Building and Grounds
 1. Alarm System - further report
 2. Insurance report
 - C. Planning and Development
 1. Change order #13 (Book drop chute)
 - D. Public Relations & Legislation
 - E. Library Systems
9. Old Business
10. New Business
11. Adjournment



MINUTES OF THE FEBRUARY 18, 1976 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 by Vice President Rosemary Kaiser at 8:10 P.M. in the small library meeting room. Present were Mrs. Olson, Mrs. Bergo, Mrs. Kaiser, Mr. Katusic, Dr. Fletcher, Mrs. Clifford and Mr. Korbel. Mr. Gallagher was absent.

The minutes of the January 21, 1976 meeting were read. A motion was made by Mrs. Bergo and seconded by Miss Olson that the minutes be approved as submitted. Unanimously approved by the board.

The Financial Reports for both the General Funds and the Special Building Funds were submitted. A motion was made by Mrs. Bergo and seconded by Mrs. Clifford to approved the reports as read. Unanimously approved by the board.

The Comparative Statement of Budget and Expenditures for the month of January, 1976 was received and placed on file.

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

#267 in the amount of \$2,273.45
#267A in the amount of \$10,592.60
#SBF-11 in the amount of \$21,181.00

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 - Miss Olson, aye - Mrs. Clifford, aye - Mrs. Bergo, aye - Mr. Katusic, aye - Dr. Fletcher, aye - Unanimously approved .

A motion was made by Mr. Katusic and seconded by Miss Olson that funds in the amount of \$12,000.00 be transferred from the 1st Federal Savings of Westchester to the checking account at the Bank of Hillside. Unanimously approved by the board.

COMMUNICATIONS:

We have received an application for use of the meeting room from the Bellwood Garden Club. They wish to hold a bake sale on March 26th and a bazaar on October 29th. A motion was made by Mrs. Clifford and seconded by Mrs. Bergo to allow them to use the room as requested at no charge. Unanimously approved by the board.

Letters have been sent to Myrtle Featherling and Shirley Musteikis informing them of our plans to dedicate rooms in the library in their honor and setting a tentative date for the ceremonies as April 10th.

The letter that was sent to the Village was read to the board. We stated our withdrawal of request for funds and made an effort to set the record straight on our actions regarding our building program.

We have received a letter from the principal of St. Simeons concerning an unsuitable book taken from a student there. A copy of our reply is included as part of these minutes and it was agreed that this states our position with regard to regulating library materials.

LIBRARY DIRECTORS REPORT:

The Library Directors Report for the month of January, 1976 was received and placed on file.

BUILDING AND GROUNDS COMMITTEE:

Alarm System Update: The quotation discussed at the last meeting does not apply to our installation problems. Our present alarm system is out of date and does not meet current standards. New information will be forthcoming from the fire department and the company installing the alarm equipment.

Insurance Report: The board was informed that after further checking our insurance broker has informed us that the library is insured fully. There was a supplementary sheet on the library floater section of our policy in the amount of \$360,000.00 that was not included with the policy due to an error at the insurance company. This was discovered when the policy quotation was compared with the actual policy received.

PLANNING AND DEVELOPMENT COMMITTEE:

We have received Change Order #13 to modify the new book drop by adding a chute on the inside. Perkins and Will have approved the price of \$262.00. A motion was made by Miss Olson and seconded by Mrs. Clifford that Change Order #13 be approved at the price stated. Unanimously approved by the board.

NEW BUSINESS:

The regular April board meeting has been changed from April 21st to April 28th.

A motion was made by Miss Olson to close the meeting and Vice President Kaiser declared the meeting adjourned at 10:01 P.M.

Respectfully submitted,

Adeline Bergo
Adeline Bergo,
Secretary

VILLAGE OF BELLWOOD - LIBRARY SPECIAL BUILDING FUNDS

REPORT OF BILLS - - - February, 1976

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 | \$21,181.00 | 1021 |
| | | <u>TOTAL</u> | <u>\$21,181.00</u> |

APPROVED: _____

BELLWOOD PUBLIC LIBRARY

Washington Blvd. & Hobland Avenue

Bellwood, Illinois 60104

LI 7-7393

February 5, 1976

Sister Leona Augustyn, S.S.J.
St. Simeon School
501 Bellwood Avenue
Bellwood, Illinois 60104

Dear Sister Leona:

I received your note today and have instructed our children's librarian, Marjorie Daugherty, to send you a list of books.

Ultimately, the selection of literature rests with the individual. Our only hope is that the educational and home environment are sufficient to assist the young adult in his or her selection.

Our operation is based on the premise that the parents should be the judge of what their children read. We can only provide the materials and make recommendations either when asked or when we check out materials.

We certainly try to guide our young people whenever possible, but we have also found that if a person wants something badly enough, they either steal it from us or buy it at the drugstore.

If there is any way we can be of assistance, please feel free to contact us. Thank you for your interest and concern.

Sincerely,

Albert J. Korbel,
Library Director

AJK:hs

VILLAGE OF BELLWOOD - - SPECIAL BUILDING FUND

FINANCIAL REPORT - Feb., 1976

| | |
|---|------------------|
| Balance per books, checking account, Feb. 1, 1976 | \$10,889.24 |
| DEPOSITS: | |
| From s/a at 1st Fed. Westchester (general fund) | 10,500.00 |
| From s/a at Bank of Bellwood (spcl. bldg. fund) | <u>2,817.40</u> |
| | \$24,206.64 |
| Disbursements for February, SBF-11 | <u>21,181.00</u> |
| | \$ 3,025.64 ✓ |

BANK RECONCILIATION

Balance per checking account bank statement \$ 3,025.64 ✓

| <u>SAVINGS ACCOUNTS:</u> | <u>OPENING BALANCE</u> | <u>DEPOSITS OR (WITHDRAWALS)</u> | <u>CLOSING BALANCE</u> |
|--------------------------|----------------------------|--------------------------------------|----------------------------|
| Bank of Bellwood | \$2,817.40 | (2,817.40) | -0- |

GRAND TOTAL \$ 3,025.64

Treasurer