

Scheer

AGENDA - - LIBRARY BOARD MEETING - - June 22, 1977

1. Call to order
2. Roll call
3. Reading of minutes, May 18th Regular and Annual meetings and Special Meeting of May 24th
4. Review or revision of agenda as appropriate
5. Finance Committee Reports *4.5 COMM. APPOINT.*
 - A. Financial Report - May, 1977
 - B. Comparative Statement - May, 1977
 - C. Reports of Bills #283 and 283A
 - D. Transfer of Funds (\$10,000.00 from Westchester Savings to checking account at Bank of Hillside
 - E. *APPROPRIATION F. TREAS.*
6. Communications *F. TREAS.*
 - A. Hall use
 - a. West Suburban Artist's Guild
 - b. Westsider's C.B. Club
 - c. Proviso Township Family Service and Mental Health Center
7. Library Director's Report - May, 1977
 - A. Library closing, week of August 15th through 19th
8. Other Committee Reports
 - A. Administration
 - B. Building and Grounds
 - a. Insurance policies and invoices
 - B. *PAINTING*
 - C. Public Relations & Legislation
 - D. Planning & Development
 - E. Library Systems
9. Old Business
10. New Business
 - A. Proviso Township Outing - Wednesday, July 27th
11. Adjournment



MINUTES OF THE JUNE 22, 1977 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 8:10 P.M. on Wednesday, June 22, 1977 in the library meeting room. Present were Mr. Gallagher, Mrs. Meller, Miss Olson, Mrs. Bergo, Mrs. Clifford and Mr. Korbel. Mr. Katusic and Dr. Fletcher were absent.

The minutes of the May 18th regular meeting, the May 18th annual meeting and the May 24th special meeting were read. A motion was made by Miss Olson and seconded by Mrs. Clifford that the minutes be approved as submitted. Unanimously approved by the board.

The Financial Report for the month of May, 1977 was submitted. A motion was made by Mrs. Bergo and seconded by Mrs. Meller that the report be approved as read. Unanimously approved by the board.

The Comparative Statement of Budget and Expenditures for the month of May, 1977 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:

No. 283 in the amount of \$6,056.80
No. 283A in the amount of \$9,890.15

A motion was made by Miss Olson and seconded by Mrs. Bergo that the President, Secretary and Village Treasurer be authorized to issue checks in payment of the bills presented at this meeting. A roll call vote was taken: Mrs. Meller, aye - Miss Olson, aye, Mrs. Bergo, aye - Mrs. Clifford, aye - Mr. Gallagher, aye. Unanimously approved by the board.

Dr. Fletcher arrived to attend the meeting at 8:35 P.M.

A motion was made by Mrs. Bergo and seconded by Miss Olson that \$10,000.00 be transferred from the savings account at the 1st Federal Savings in Westchester to the checking account at the Bank of Hillside. Unanimously approved by the board.

Copies of the proposed appropriation to be submitted in 1977 for the fiscal year 1978-79 were given to board members at previous meetings for their study. Final figures were presented and studied. A motion was made by Dr. Fletcher and seconded by Miss Olson that this appropriation in the total amount of \$327,500.00 be approved. A roll call vote was taken: Dr. Fletcher, aye - Mrs. Meller, aye - Miss Olson, aye - Mrs. Bergo, aye - Mrs. Clifford, aye - Mr. Gallagher, aye - Unanimously approved by the board. A copy of this appropriation is attached to the original minutes.

A motion was made by Mrs. Meller and seconded by Mrs. Clifford that the new village treasurer, Mr. Harvey Untiedt, also be appointed treasurer for library funds. Unanimously approved by the board.

COMMUNICATIONS:

We have received a request from the West Suburban Artists Guild for use of the library meeting room for their general meetings again next year.

A motion was made by Miss Olson and seconded by Mrs. Bergo that in lieu of a increase in rental, the guild be charged the same price, \$10 per meeting, with the understanding that they will set the room back in order when they leave. In the event it is necessary for a staff member to remain after hours, an additional charge of \$10 is to be paid directly to the staff member. Unanimously approved by the board.

We have received a request from the Westsider's C.B. Club for use of the meeting rooms one night a month for group meetings. A motion was made by Mrs. Bergo and seconded by Mrs. Meller that this application be approved and a charge of \$10 per meeting be made. Unanimously approved by the board.

We have received an application from the Proviso Family Service and Mental Health Center for permission to use the meeting room for a series of lectures on nutrition. A motion was made by Mrs. Bergo and seconded by Mrs. Clifford that this request be granted on a no charge basis, since this is a community service. Unanimously approved by the board.

LIBRARY DIRECTORS REPORT:

The Library Director's Report for the month of May, 1977 was received and placed on file.

Mr. Korbelt requested approval to close the library for the week of August 15th through the 19th. A motion was made by Miss Olson and seconded by Mrs. Clifford that this closing be approved. Unanimously approved by the board.

BUILDING AND GROUNDS:

Through further research, our insurance broker has contacted another insurance company for a better Director's Liability Insurance than that quoted previously. This new policy contains better coverage with no exclusions and a premium price of \$2,500 for 3 years rather than the \$2,000 per year figure on the insurance discussed at the April meeting. A motion was made by Miss Olson and seconded by Mrs. Meller that this policy be approved for purchase. Unanimously approved by the board.

Discussion on the painting needed for the exterior of the library centered around our either hiring someone to do the work with the library furnishing the paint or obtaining prices from an insured outside source for this job. A motion was made by Miss Olson and seconded by Mrs. Meller that the Building and Grounds Committee be empowered to approve this painting job after prices and further information is obtained. Unanimously approved by the board.

A letter has been sent to the residents bordering the common alley on our block to find out if they would be willing to assist in the paving of the alley and sharing of the costs. A motion was made by Mrs. Clifford and seconded by Dr. Fletcher that the library be put on record as being willing to pay for the alley paving on their side. Unanimously approved by the board.

LIBRARY SYSTEMS:

Mrs. Clifford gave a report on her attendance at the S.L.S. meeting on Monday, June 20th and on the elections which took place at that time.

ALTERNATE SIGNER FOR CHECKS:

A motion was made by Miss Olson and seconded by Mrs. Meller that in the event none of the regularly appointed officers were available to sign checks for library business, Mrs. Katherine Clifford be designated as an alternate signer. Unanimously approved by the board.

A motion was made by Mrs. Clifford and seconded by Dr. Fletcher that the meeting be closed and President Gallagher declared the meeting adjourned at 10 P.M.

Respectfully submitted,

Helen Olson
Helen Olson, Secretary