

BELLWOOD PUBLIC LIBRARY

AGENDA - Board Meeting - Sept. 26, 1977

1. Call to order
2. Roll call
3. Reading of minutes (June 22nd and Special Mtg. Aug. 8th)
4. Review or revision of agenda as appropriate
5. Finance Committee Reports
  - A. Financial Reports, June, July and August, 1977
  - B. Comparative Statements, June, July and August, 1977
  - C. Reports of Bills #284, 285, 286, 284A, 285A, 286A
  - D. Allocation of library funds
6. Communications
  - A. Hall use
    1. Bellwood Garden Club (Regular mtgs. and bazaar)
    2. Bellwood Health & Welfare Organization
    3. Notes to board
    4. BLOOD DRIVE
7. Library Director's Report, June, July and August, 1977
  - A. New Pages (Linda Schaffner, Melodie Barron, Nancy Tryner)
  - B. New Adult Librarian
  - C. Drapes and/or mini-blinds for office and alley window
  - D. IBM Typewriters
  - E. Specifications for finishing basement area
  - F. Summer Program Report
  - G. TRITON COURSES
8. Other Committee Reports
  - A. Administration
    1. Unemployment compensation (payment by local govt's.)
  - B. Building and Grounds
    1. PARKING LOT
    2. FENCE
  - C. Public Relations & Legislation
  - D. Planning and Development
  - E. Library Systems
9. Old Business
10. New Business
11. Adjournment

MINUTES OF THE SEPTEMBER 26, 1977 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 8:15 P.M. on Monday, September 26, 1977 in the kitchen-lounge area of the library. Present were Mr. Gallagher, Miss Olson, Mrs. Bergo, Mrs. Clifford, Dr. Fletcher and Mr. Korbel. Mrs. Meller and Mr. Katusic were absent.

The minutes of the June 22, 1977 regular meeting and the special meeting of August 8, 1977 were read. A motion was made by Mrs. Bergo and seconded by Mrs. Clifford that the minutes be approved as presented. Unanimously approved by the board.

The Financial Reports for the months of June, July and August, 1977 were submitted. A motion was made by Mrs. Clifford and seconded by Mrs. Bergo that these reports be approved as read. Unanimously approved by the board.

The Comparative Statements for the months of June, July and August, 1977 were received and placed on file.

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

- #284 in the amount of \$8,511.36
- #284A in the amount of \$10,074.70
- #285 in the amount of \$22,474.49 plus \$19.20
- #285A in the amount of \$9,583.17
- #286 in the amount of \$7,068.45
- #286A in the amount of \$9,266.53

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

ALLOCATION OF FUNDS:

A motion was made by Miss Olson and seconded by Mrs. Bergo to secure a Certificate of Deposit in the amount of \$75,000.00 for a 3 month period from 1st Federal Savings of Westchester. Unanimously approved by the board. Funds in the amount of \$19,000.00 will be transferred from the checking account to a regular interest bearing account at the same savings and loan.

COMMUNICATIONS:

We have received a note from Mrs. Bina Meller thanking the board for their consideration during her recent illness.

An application has been received for the use of the library for a community blood drive on Saturday, October 22nd. A motion was made by Miss Olson and seconded by Mrs. Clifford that this be approved and no charge made. Unanimously approved by the board.

The Bellwood Garden Club has requested use of the library meeting room for the 2nd Monday of each month from 10 A.M. until 1 P.M. for their regular meetings. A motion was made by Miss Olson and seconded by Mrs.

Clifford that this application be approved and no charge made. Unanimously approved by the board.

The Bellwood Garden Club has also requested use of the meeting room for their annual Bazaar on Saturday, October 29th from 9 A.M. until 4 P.M. A motion was made by Mrs. Clifford and seconded by Miss Olson to also approve this application at no charge. Unanimously approved by the board.

The Bellwood Health and Welfare Organization has filed an application for use of the library meeting room for the 4th Thursday of the month for their regular meetings. A motion was made by Miss Olson and seconded by Mrs. Bergo that this request be approved and no charge made. Unanimously approved by the board.

We have received a letter from Marjorie Daugherty thanking the board for their thoughtful gift presented on the occasion of her 10th anniversary as an employee of the library.

LIBRARY DIRECTORS REPORT:

The Library Directors Report for the months of June, July and August, 1977 were received and placed on file.

Mr. Korbelt reported on the hiring of three new pages, Linda Schaffner, Melodie Barron and Nancy Tryner at a rate of \$2.00 per hour.

Mr. Korbelt requested permission to hire an additional Adult Librarian. A motion was made by Miss Olson and seconded by Mr. Katusic that Mr. Korbelt may advertise for an Adult Librarian and secure some qualified candidates for consideration by the Board of Directors. Unanimously approved by the board.

Permission was requested to secure some costs and specifications for finishing off the remaining sections of the basement area. A motion was made by Miss Olson and seconded by Mr. Katusic that this request be approved and specifications obtained. Unanimously approved by the board.

Prices have been received from Chaye, Ltd. to furnish drapes and/or mini-blinds for the Librarian's office and for the alley window over the processing area. It is felt that a mini-blind on the alley window would give the best light control and the price for this item will be \$75.36. Price for the office windows will be in the area of \$467.00 but may vary slightly depending on the fabric selected for the drapes. A motion was made by Miss Olson and seconded by Mrs. Bergo to proceed with the blinds and drapes as priced, with the office windows to be furnished in the area of \$500.00. Unanimously approved by the board.

A motion was made by Miss Olson and seconded by Mrs. Bergo that the board authorize rental of two IBM selectric typewriters for a charge of \$34.50 per month each machine for a period not to exceed 21 months with the option to purchase these typewriters. Unanimously approved by the board.

A report on the Children's programs held this summer was presented to the board and the indications showed that the response to this program was excellent and that Miss Daugherty is doing a fine job with the children.

The enrollment this year for the Triton Courses being offered here at the library has been very good and all classes have been filled. Knitting, crochet, bridge and guitar are the courses being conducted.

ADMINISTRATION COMMITTEE:

We have been notified by the S.L.S. that legislation is pending that would require local governments to pay unemployment insurance on the same basis as private industry. Developments in this area will be watched.

BUILDING AND GROUNDS COMMITTEE:

Upon approval by Mr. Gallagher, Tru-Link Fence Co. will be installing fencing around our new air conditioning unit. This fence will be 8 feet high with an additional 2 feet of slanted chain link material at the top. Price \$1,293.00 installed.

A motion was made by Mrs. Bergo and seconded by Miss Olson that the meeting be closed and President Gallagher declared the meeting adjourned at 10:10 P.M.

Respectfully submitted,



Helen I. Olson, Secretary

Note: Mr. Katusic arrived to attend the meeting at 8:35 P.M.