

MINUTES OF THE SEPTEMBER 20, 1978

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 8:02 P.M. on Wednesday, September 20, 1978 in the library meeting room. Present were Miss Olson, Mrs. Bergo, Mr. Katusic, Mrs. Meller, Dr. Fletcher, Mr. Gallagher and Mr. Korbel. Mrs. Clifford was absent. Also present was Mrs. Katherine Goldstein, to observe the meeting and address the board concerning the children's department of the library.

The minutes of the June 21, 1978 meeting were read. A motion was made by Mrs. Bergo and seconded by Miss Olson that the minutes be accepted as read. Unanimously approved by the board.

The Financial Reports for the months of June, July and August, 1978 were presented. A motion was made by Mrs. Bergo and seconded by Mrs. Meller that the reports be approved as submitted. Unanimously approved.

The Comparative Statements for the months of June, July and August, 1978 were received and placed on file.

Mrs. Clifford arrived to attend the meeting at 8:15 P.M.

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

No. 296 in the amount of \$17,375.35
No. 296A in the amount of \$13,438.12
No. 297 in the amount of \$25,871.54
No. 297A in the amount of \$12,983.55
No. 298 in the amount of \$8,106.77
No. 298A in the amount of \$13,594.69

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

A motion was made by Mr. Katusic and seconded by Dr. Fletcher that the \$15,000.00 designated for Building Fund in the 1978-79 budget be expended into a 6 months Treasury Bank Note at the Bank of Bellwood and listed as a Building Fund Account. Unanimously approved by the board.

COMMUNICATIONS:

We have received a request from the Bellwood Garden Club for use of the library meeting room for their monthly meetings from September, 1978 to May, 1979. A motion was made by Mrs. Clifford and seconded by Mrs. Bergo that they be allowed to use the facilities free of charge. Unanimously approved.

We have received a request from the Cook County Clerk's Office for use of the library meeting room as a polling place and for registration of voters. A motion was made by Miss Olson and seconded by Mrs. Bergo that this request be granted. Unanimously approved.

A note of appreciation was received from Susan Roggeman, thanking the Board of Directors for the \$25 gift certificate presented to her in recognition of her 10th anniversary of employment with the library.

LIBRARY DIRECTOR'S REPORT:

The Library Director's Report for the months of June, July and August were received and placed on file.

Personnel: Mr. Korbel informed the Board that Robert Trojan, Janis Perlowski and Deborah Rehor have been hired as library pages at the rate of \$2.30 per hour. Pamela Fraser has terminated due to schooling and another position and Linda Schaffner will only be working every other Saturday due to relocation and schooling.

Due to losses in the Reference Area and the Illinois Collection, (some of them materials which are no longer available), the use of some type of sensing system is becoming necessary to insure that this type of library material will be monitored in some way to prevent loss. The most reasonably priced system is offered by the 3M Company and can be secured on a lease-with-option-to-buy arrangement. A motion was made by Mrs. Bergo and seconded by Mrs. Meller that this installation be approved at a cost of \$162 per month with option to purchase. Unanimously approved.

Computer Ordering Terminal: BroDart, Inc. is offering one month's free trial for this terminal and then a charge of \$125 per month for its use. This would enable the library to purchase and receive volumes quickly and to know immediately whether or not a given book is in stock. A motion was made by Mrs. Clifford and seconded by Miss Olson that approval be given to try this ordering method for a period of 3 months. Unanimously approved.

BUILDING AND GROUNDS COMMITTEE:

Mrs. Goldstein addressed remarks to the Board to the effect that the new area for the Children's Library is inadequate and that she is greatly dismayed by the crowded conditions of the downstairs area designated for this library service. In her opinion, the children's introduction to the benefits of library usage will suffer in these surroundings. The entire Board went with Mrs. Goldstein into the area in question and several suggestions were considered that might help to relieve the overcrowded appearance of the room. The Board will take all these ideas into consideration and will do whatever is possible to improve this area of library service. Appreciation was expressed to Mrs. Goldstein for her interest and for taking the time to come before the board with her opinions and ideas.

Mr. Korbel stated that there are plans in motion for some further improvements to the Children's Section. The wall at the entrance to the area can be removed and this would result in an opening up of this section to accommodate some of the tables from the far end of the room, which would in turn relieve the crowding in the pre-schooler's reading area.

Mr. Korbel requested approval for a refrigerated drinking fountain for the lower level. Some plumbing work would be involved to run a water line. A motion was made by Mrs. Clifford and seconded by Mrs. Meller that this water fountain be installed. Unanimously approved.

While in the process of converting our heating and air conditioning system to automatic controls, it was discovered that the system installed in the new machinery room was not piped or wired correctly. Since this section of the building is now the Children's Room, and the humidity and air flow levels were incorrect, McCarty Bros. is also converting this heating and cooling system to automatic controls and correcting the problems.

NEW BUSINESS:

A motion was made by Mrs. Bergo and seconded by Miss Olson that the October meeting date be changed from October 18th to October 25th. Unanimously approved.

A motion was made by Miss Olson and seconded by Dr. Fletcher that the meeting be ended and President Gallagher declared the meeting adjourned at 10:02 P.M.

RESPECTFULLY SUBMITTED,

Helen Olson
HELEN OLSON, SECRETARY