

AGENDA - BOARD MEETING - - - NOVEMBER 28, 1979

*H.S.*

1. CALL TO ORDER
2. ROLL CALL
3. READING OF MINUTES, OCTOBER 17, 1979
4. REVIEW AND/OR REVISION OF AGENDA AS APPROPRIATE
5. FINANCE COMMITTEE REPORTS
  - A. FINANCIAL REPORT - OCTOBER, 1979
  - B. COMPARATIVE STATEMENT - OCTOBER, 1979
  - C. REPORTS OF BILLS #312 AND #312A
  - D. FUND TRANSFER
6. COMMUNICATIONS
7. LIBRARY DIRECTOR'S REPORT - OCTOBER, 1979
  - A. PERSONNEL - LINDA JONES (11-13-79)
  - B. TELEPHONE ANSWERING DEVICE
  - C. SEMINAR REPORT
  - D. SURVEY
8. OTHER COMMITTEE REPORTS
  - A. ADMINISTRATION
  - B. BUILDING AND GROUNDS
    1. \$4,050.00 INSURANCE CLAIM CHECK RECEIVED
    2. WEST SECTION ROOF REPAIRS COMPLETED
    3. RE-TILING AND CARPET REMOVAL, JUVY ROOM, \$125.00 + MAT'LS.
  - C. PUBLIC RELATIONS & LEGISLATION
  - D. PLANNING AND DEVELOPMENT
  - E. LIBRARY SYSTEMS
9. OLD BUSINESS
  - A. RECEPTION, ALBERT KORBEL
10. NEW BUSINESS
11. ADJOURNMENT



MINUTES OF THE NOVEMBER 28, 1979  
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 8:03 P.M. on Wednesday, November 28, 1979 in the library kitchen area. Present were Mrs. Meller, Mr. Katusic, Miss Olson, Mrs. Bergo, Mrs. Clifford and Mr. Klink. Mr. Gallagher and Dr. Fletcher were absent.

The minutes of the October 17, 1979 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 Comparative Statement for the month of October, 1979 was received and placed on file.

The Financial Report for the month of October, 1979 was presented. A motion was made by Miss Olson and seconded by Mrs. Meller that the report be approved as read. Unanimously approved by the board.

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

- No. 312 in the amount of \$15,636.09
- No. 312A in the amount of \$15,063.74

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: Mrs. Meller, aye - Mr. Katusic, aye - Miss Olson, aye - Mrs. Bergo, aye - Mrs. Clifford, aye. Unanimously approved.

A motion was made by Miss Olson and seconded by Mr. Katusic that funds in the amount of \$25,000.00 be transferred from the savings account at Great American to the checking account at the Bank of Hillside. Unanimously approved by the board.

LIBRARY DIRECTORS REPORT:

The Library Director's Report for the month of October, 1979 was received and placed on file.

Mr. Klink reported that Linda Jones has been hired as a Library Assistant I effective 11-13-79.

Telephone Answering Device: Comparative prices were presented for a Sanyo answering machine. The purchase of two units was suggested; one for hookup to the 7493-94 numbers when the library is closed to give information on hours, re-opening, autopage, etc. The second unit to be hooked up to the unlisted 7495 number and publicized for information use, story hours, topical holiday items, etc. This will be discussed further at the December meeting and decision postponed until that time.

Dr. Fletcher arrived to attend the meeting at 8:40 P.M.