

AGENDA - BOARD MEETING - JAN. 16, 1980

1. Call to order
2. Roll call
3. Reading of minutes, December 19, 1979 (No Board Meeting)
4. Review and/or revision of agenda as appropriate.
5. Finance Committee Reports
 - a. Financial Report - December, 1979
 - b. Comparative statement - December, 1979
 - c. Report of Bills # 314 and 314A
 - d. Fund Transfer
 1. \$20,000 from s/a Great American to c/a Bank of Hillside
6. Communications
 - a. Letter - Al Korbel
 - b. Hall use
 1. Elections and voters registrations (Primary & Regular Elections)
 2. Pioneer Press 1/9/80
7. Library Directors Report - December 1979
 - a. Nancy Tryner's leaving 12/20
 - b. Staff meeting change
 - c. Cost of Living increase 5%
 - d. Rug 12x15 (\$254.00)
 - e. Chairs
8. Other Committee Reports
 - A. Administration
 - B. Building and Grounds
 - C. Public Relations & Legislation
 - D. Planning and Development
 - E. Library Systems
9. Old business
 - a. Telephone Answering Machines *the by Jan.*
10. New business

MINUTES OF THE JANUARY 16, 1980

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 8:15 P. M. on Wednesday, January 16, 1980 in the library meeting room. Present were Padraic Gallagher, Jackson Fletcher, Katherine Clifford, Bina Meller, Adeline Bergo, Tom Katusic, Helen Olson and Scott Klink.

The minutes of the November 28, 1979 meeting were read. A motion was made by Mr. Katusic and seconded by Mrs. Meller that the minutes be approved as submitted. Motion carried.

Mr. Gallagher requested we go into executive session. When the meeting was resumed Mayor Davis and trustees Calderone and Seritella were introduced.

The Financial Report for the month of December, 1979 was presented. A motion was made by Dr. Fletcher and seconded by Mrs. Meller that the report be approved as read. Motion was carried. The Comparative Statement for the month of December, 1979 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. 314 in the amount of \$8,765.42
No. 314A in the amount of \$13,949.21

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

A motion was made by Mrs. Bergo and seconded by Mr. Katusic that funds in the amount of \$20,000.00 be transferred from the savings account at Great American to the checking account at the Bank of Hillside. Unanimously approved by the board.

Communications:

A letter from Al Korbel was read thanking the board for the gift and reception given in his honor.

A request was received in December from Pioneer Press to use the library for an orientation meeting and to train and deputize people to take voter's registrations. We lacked a quorum so no meeting was held in December but unofficial permission was given authorizing the Jan. 17th date. Mrs. Bergo made a motion, seconded by Miss Olson that the board approve the use of the hall by the Pioneer Press for January 17th at no fee. Motion was approved. Scott Klink and Chris Thompson will attend the meeting. Mayor Davis said that there is a certain procedure to follow in voter registration. Mr. Gallagher instructed Mr. Klink to check with the mayor's office following the meeting to make sure that any registrations taken at the library will be legal.

LIBRARY DIRECTORS REPORT:

Mr. Klink reported that Nancy Trynor, clerk-typist, left December 20, 1979. Her function was 50/50 clerk-typist and page. Mr. Klink will report in February regarding her replacement.

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

Mrs. Bergo made a motion that the library remain open until 6 every Friday and the staff meeting be changed at the discretion of the Acting Library Director. The motion was seconded by Mrs. Clifford and was unanimously approved by the board. Mr. Klink said that the staff meeting will be scheduled for 9:30 A.M., the 3rd Friday of each month.

A motion was made by Mrs. Bergo and seconded by Mrs. Meller that we refer the salary revision to the finance committee for investigation and ask them to report to the board at the February meeting. Motion was carried.

A motion was made by Mr. Katusic and seconded by Mrs. Meller that we refer the matter of the Telephone Answering Device to the Planning and Development Committee and ask them to bring a recommendation to the February board meeting. Motion carried.

BUILDING AND GROUNDS:

Mr. Gallagher reported that there had been difficulty with the alarm system. It was found that the problem was caused by Mr. Christiansen using Lockease which has a metallic component.

A motion was made by Mrs. Meller and seconded by Mrs. Bergo that we donate the rug and chairs which are no longer needed by the library, to the village for use in the municipal building. Motion carried.

Mr. Gallagher asked if the village officials had anything they wanted to say. Mr. Calderone requested that a copy of the minutes of each board meeting be sent to him.


Mayor Davis reminded us that the only reason the board could go into executive session was to discuss personnel. We assured him that this was the only matter we discussed in our executive session and apologized for keeping him and the 2 trustees waiting until we resumed an open meeting.

Mr. Gallagher advised that since the closing of the White Hen Pantry to young people, they were tending to congregate at the library and the idea of having the police drop by at different times might discourage using the library as a hangout. Trustee Seritella suggested that special police are available and if our budget would permit, perhaps it would be wise to hire one.

The board went into executive session to discuss personnel. The board meeting was resumed. A motion was made by Miss Olson and seconded by Mr. Katusic that we reluctantly accept the resignation of Mr. Klink as Acting Library Director and allow him to resume his responsibilities as Adult Services/Cataloger effective March 19, 1980. Motion carried.

A motion was made by Mrs. Meller and seconded by Dr. Fletcher that we request Joan Shotola and Helen Schelli to meet with the board individually to discuss their resignations. Motion carried.

Miss Olson made a motion we adjourn. It was seconded by Dr. Fletcher and carried. Meeting adjourned at 1 A.M.


Helen Olson, Secretary