

# BELLWOOD PUBLIC LIBRARY

600 Bohland Avenue

Bellwood, Illinois 60104

LI 7-7393

## BOARD MEETING

### AGENDA

March 11, 1981

1. Call to order
2. Roll call
3. Reading of minutes, February 11, 1981
4. Review and/or revision of agenda as appropriate
5. Finance Committee reports
  - a. Financial Report, February 1981
  - b. Comparative Statement, February 1981
  - c. Reports of bills, # 328 and 328-A
  - d. Transfer of funds from savings to checking
6. Communications
7. Library Director's Report
8. Other Committee reports:
  - a. Administration
  - b. Buildings and Grounds
  - c. Suburban Library System
9. Old Business
10. New Business
11. Adjournment



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## BOARD MEETING

### MINUTES

March 11, 1981

The meeting was called to order at 8:15 p.m. in the library meeting room on March 11, 1981. Present were Mrs. Clifford, Mrs. Bergo, Dr. Fletcher, Mr. Lyons, Mrs. Meller and Mr. Riley. Mr. Katusic was absent. Mr. Harris was also in attendance.

The minutes of the February 11, 1981, Board meeting were read. Dr. Fletcher made a motion, seconded by Mr. Lyons, that the minutes be approved as read. All ayes, unanimously approved.

#### Finance Committee:

Mrs. Meller read the Financial Report for February, 1981. Mr. Lyons made a motion, seconded by Mr. Riley, to approve the Financial Report as read. A roll call vote was taken. Mrs. Clifford, aye; Mrs. Bergo, aye; Dr. Fletcher, aye; Mr. Lyons, aye; Mrs. Meller, aye; Mr. Riley, aye; Mr. Katusic, absent. Unanimously approved.

The Comparative Statement for February, 1981, was read by Mrs. Meller and placed on file.

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

- # 328 in the amount of \$10,043.59
- # 328-A in the amount of \$11,414.14

A motion was made by Mr. Riley, seconded by Mr. Lyons, that two Board members and the Village Treasurer be authorized to issue checks in payment of the bills presented at this meeting. A roll call vote was taken. Mrs. Clifford, aye; Mrs. Bergo, aye; Dr. Fletcher, aye; Mr. Lyons, aye; Mrs. Meller, aye; Mr. Riley, aye; Mr. Katusic, absent. Unanimously approved.

It was agreed that there was sufficient money in the checking account to meet the current month's expenditures, so no transfer of funds was authorized.

Mr. Katusic joined the meeting, and investments were discussed. Mr. Riley made a motion, seconded by Dr. Fletcher, to allow the Finance Committee to invest \$100,000.00 in a 60 day Certificate of Deposit at the discretion of the Finance Committee. A roll call vote was taken. Mrs. Clifford, aye; Mrs. Bergo, aye; Dr. Fletcher, aye; Mr. Katusic, aye; Mr. Lyons, aye; Mrs. Meller, aye; Mr. Riley, aye. Unanimously approved.



Communications:

No communications had been received in the previous month.

Library Director's Report:

Ms. Judith Zelter's letter of resignation was read to the Board. Mrs. Bergo made a motion, seconded by Mrs. Meller, that the Board accept Ms. Zelter's resignation with regret. All ayes, unanimously approved.

Mr. Katusic made a motion, seconded by Mr. Riley, that Ms. Beverly Ford be allowed to attend the Business Reference course at the Schaumburg Public Library at library expense, Friday mornings from April 24 to June 12, 1981. All ayes, unanimously approved.

Mr. Harris presented the suggestion from Mr. and Mrs. Dalnes of 3315 Adams St., Bellwood, that any library patron who has books overdue for more than a year be charged a deposit for borrowing more books in the future. Dr. Fletcher made a motion, seconded by Mr. Katusic, that the Board will review her suggestion. All ayes, unanimously approved.

In view of the problem of loss and expense, Dr. Fletcher made a motion, seconded by Mr. Lyons, that the Bellwood Public Library temporarily discontinue the loan of audio visual equipment to Bellwood residents until we can investigate insurance for the equipment, and repair and replacement costs, and to discontinue loans to non-Bellwood residents permanently. All ayes, unanimously approved.

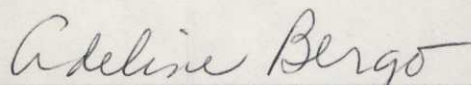
Barbara Hawkins will be returning to work March 16, 1981. Her six months of work actually done (not counting leave time) will be finished April 27, 1981. Mrs. Bergo made a motion, seconded by Mrs. Meller, to raise Ms. Hawkins' pay to \$4.00 per hour effective May 1, 1981, providing she has completed her six months' probation period satisfactorily. All ayes, unanimously approved.

Mr. Lyons made a motion, seconded by Dr. Fletcher, to postpone the entire Board vote on suggested personnel policies until the next Board meeting. All ayes, unanimously approved. The Administration Committee will meet at the library at 7:30 p.m., March 25, 1981, to discuss the policies further.

The Finance Committee will go to the Village Hall March 12, 1981, to ask about the status of the library's corporate replacement tax money which the library has not yet received. Also, the library is opening a NOW account at the Bank of Hillside, with the same account number and printed checks as before.

There being no further business to discuss, Mrs. Clifford declared the meeting adjourned at 11:17 p.m.

Respectfully submitted,

  
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Mrs. Adeline Bergo, Secretary



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## NOTICE

The regular monthly Library Board Meeting for April, 1981, was adjourned Wednesday, April 8, 1981, and will continue the evening of Wednesday, April 15, 1981, at 7:00 p.m. in the library meeting room at 600 Bohland Ave., Bellwood, Illinois.

Robert A. Harris

Director