

# BELLWOOD PUBLIC LIBRARY

600 Bohland Avenue

Bellwood, Illinois 60104

LI 7-7393

## BOARD MEETING

### AGENDA

March 10, 1982

1. Call to order
2. Roll call
3. Reading of minutes, February 10, 1982
4. Review and/or revision of agenda as appropriate
5. Finance Committee Report
  - a. Financial Report
  - b. Comparative Statement
  - c. Reports of Bills # 340 and 340-A
  - d. Transfer of Funds from savings to checking
  - e. Reinvestments
6. Other Committee Reports
  - a. Administration Committee
  - b. Building and Grounds Committee
  - c. Public Relations and Legislation Committee
  - d. Planning and Development Committee
  - e. Suburban Library System Committee
7. Communications
8. Librarian's Report
9. Old Business
10. New Business
11. Adjournment

# BELLWOOD PUBLIC LIBRARY

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## BOARD MEETING

### MINUTES

March 10, 1982

The regular monthly meeting of the Board of Directors of the Bellwood Public Library was called to order at 8:00 p.m. by President Mrs. Clifford in the library meeting room.

Attendance: Present were Mr. Lyons, Mrs. Sabel, Mr. Riley, Mrs. Meller, and Mrs. Clifford. Mr. Harris, the Head Librarian, was also in attendance. Dr. Fletcher was absent.

Minutes: The minutes of the February 10, 1982, Board meeting were approved as received. A motion was made by Mr. Riley, seconded by Mr. Lyons, to accept and place on file the minutes of the February 10, 1982, Board meeting. The motion passed unanimously.

Review and/or Revision of Agenda: President Mrs. Clifford asked the Board to review and/or revise the Agenda as appropriate. The Agenda was accepted as written by a unanimous agreement.

#### Finance Committee Report:

A. The Financial Report for February, 1982, was read by Mr. Lyons. A motion was made by Mrs. Sabel, seconded by Mrs. Meller, to approve the February, 1982, Financial Report and place it on file. A roll call vote was taken:

AYES: 5: Mr. Lyons, Mrs. Sabel, Mr. Riley, Mrs. Meller, Mrs. Clifford

NAYES: 0

ABSENT: 1: Dr. Fletcher

The motion was carried by a unanimous vote.

B. Comparative Statement, February, 1982. A motion was made by Mr. Lyons, seconded by Mrs. Sabel, to accept the Comparative Statement for February, 1982, and place it on file. A roll call vote was taken.

AYES: 5: Mr. Lyons, Mrs. Sabel, Mr. Riley, Mrs. Meller, Mrs. Clifford

NAYES: 0

ABSENT: 1: Dr. Fletcher

The motion was carried by a unanimous vote.

C. Report of Bills # 340 and # 340-A. The Finance Committee submitted the following reports of bills, copies of which are included as part of these minutes:

# 340 in the amount of \$18,589.91

# 340-A in the amount of \$11,063.44

A motion was made by Mrs. Meller, seconded by Mr. Lyons, that the bills # 340 and # 340-A be submitted for payment, and that the Village Treasurer, Library Board President, and Secretary, be authorized to issue checks in payments of the bills.

A roll call vote was taken:

AYES: 5: Mr. Lyons, Mrs. Sabel, Mr. Riley, Mrs. Meller, Mrs. Clifford

NAYES: 0

ABSENT: 1: Dr. Fletcher

The motion was carried by a unanimous vote.

D. Transfer of Funds from Savings to Checking: A motion was made by Mr. Lyons, seconded by Mrs. Meller, to transfer \$100,000.00 Certificate of Deposit, maturing March 18, 1982, at the First Federal Savings and Loan of Westchester as follows: \$40,000.00 to First Federal Savings and Loan of Westchester savings account, \$40,000.00 to Great American Federal Savings and Loan savings account, and \$20,000.00 to the Bank of Hillside N.O.W. account. A roll call vote was taken:

AYES: 5: Mr. Lyons, Mrs. Sabel, Mr. Riley, Mrs. Meller, Mrs. Clifford

NAYES: 0

ABSENT: 1: Dr. Fletcher

The motion carried by a unanimous vote.

Mr. Lyons made a motion, seconded by Mr. Riley, to reinvest the \$100,000.00 Certificate of Deposit, maturing March 22, 1982, at the Bank of Commerce in Berkeley, for 30+ days. A roll call vote was taken:

AYES: 5: Mr. Lyons, Mrs. Sabel, Mr. Riley, Mrs. Meller, Mrs. Clifford

NAYES: 0

ABSENT: 1: Dr. Fletcher

The motion was carried by a unanimous vote.

A motion was made by Mr. Lyons, seconded by Mr. Riley, to roll over the Certificate of Deposit at the Bank of Hillside, maturing March 29, 1982, for 30 or 60 days, whichever gives the best rate. A roll call vote was taken:

AYES: 5: Mr. Lyons, Mrs. Sabel, Mr. Riley, Mrs. Meller, Mrs. Clifford

NAYES: 0

ABSENT: 1: Dr. Fletcher

The motion was carried by a unanimous vote.

Administration Committee: Mr. Riley read a resignation letter from Carolyn Will, in which she stated that she would be leaving February 22, 1982. Mrs. Meller made a motion, seconded by Mr. Riley, to accept Mrs. Will's resignation with regret, and to send her a letter of acceptance. All ayes, unanimously passed.

Mr. Riley presented the staffing quotas, and after discussion, it was decided to continue the discussion at the Administration Committee meeting, to be held March 22, 1982, at 7:00 p.m. in the library meeting room.

Building and Grounds Committee: Mrs. Meller reported that the reference room is finished, and the shelving is installed. The electrical wiring for the microfilm machines is completed. The wiring for the children's room transmitter will be completed next week.

The library received a revised bid from Rex Electric of Bellwood regarding the light switches as follows:

1. Furnish and install six 3 pole toggle switches and one 1 pole toggle switch to control 19 existing lighting circuits.
2. Furnish and install five new 15 amp breakers to replace the old ones. The total bid is \$395.00. A motion was made by Mr. Lyons, seconded by Mr. Riley, to accept the bid of \$395.00 from Rex Electric to complete the existing electrical work. The motion was accepted by a unanimous vote.

The old children's room is cleared out, and can be used for a second meeting room, as needed.

Public Relations and Legislation Committee: No report.

Planning and Development Committee: No report.

Suburban Library System Committee: The insurance workshop is Tuesday, March 30, 1982, at 7:30 p.m. at S.L.S. We must know who is attending by March 18, 1982. There is a nomination for directors for S.L.S. Are there any Board members who wish to serve on the S.L.S. Board?  
The S.L.S. annual meeting is May 17, 1982, at Burr Ridge at 7:30 p.m.

Communications: A request for use of the meeting room was received by Kathleen Stoga for April 13, 1982, from 1:00 p.m. to 3:00 p.m. for the Proviso Council on Aging. Permission was granted.

Librarian's Report: Mr. Harris reported that the newly formed Bellwood Arts Council wants to arrange regular Saturday arts activities for children at the library, in the meeting room. The idea was received favorably by the Board.

The Claude D. Pepper Distinguished Service Awards Luncheon is Monday, March 15, 1982, at 12:00 noon, in the Presidential Room of the Midland Hotel, 172 West Adams St., Chicago. Tickets are \$12.00 per person. The Honorable Claude D. Pepper, Chairman of the U.S. House of Representatives Select Committee on Aging, will present the awards which bear his name. Mr. Ben LaPorte, our library discipline monitor, will be presented with this very high award. We are both proud and happy-- Congratulations Mr. Ben LaPorte!

The March LACONI Library Administrator's meeting will be held at Orgo's Restaurant, in Hillside on March 19, 1982. For further information, call the Bellwood Library.

There will be a Career Day at Roosevelt Jr. High on March 25, 1982. Mr. Harris will present a workshop on library careers.

The Proviso Municipal League Dinner will be held March 17, 1982, at Melody Mill Ballroom, North Riverside, Ill., at 7:00 p.m.. Cost of dinner is \$10.00.

Old Business: None

New Business: None

Board Meeting Minutes  
March 10, 1982  
Page 4

Announcements: The next meeting of the Board of Directors of the Bellwood Public Library will be held April 14, 1982, in the library meeting room at 8:00 p.m.

Adjournment: There being no further business, the meeting was adjourned at 10:05 p.m., by President Mrs. Clifford.

K.C.  
Approved, April 14, 1982

*Bina Meller*  
Mrs. Bina Meller, Recording Secretary