

# BELLWOOD PUBLIC LIBRARY

600 Bohland Avenue

Bellwood, Illinois 60104

LI 7-7393

## BOARD MEETING

April 14, 1982

### AGENDA

1. Call to order
2. Roll call
3. Reading of minutes, March 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 # 341 and # 341-A
  - d. Transfer of funds
  - 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



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## BOARD MEETING

### MINUTES

April 14, 1982

The regular monthly meeting of the Board of Directors of the Bellwood Public Library was called to order at 8:40 p.m. by President Mrs. Clifford in the library meeting room.

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

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

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

AYES: 4: Mr. Lyons, Mrs. Sabel, Mrs. Meller, Mrs. Clifford

NAYES: 0

ABSENT: 2: Mr. Riley, Dr. Fletcher

The motion was carried by a unanimous vote.

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

AYES: 4: Mr. Lyons, Mrs. Sabel, Mrs. Meller, Mrs. Clifford

NAYES: 0

ABSENT: 2: Mr. Riley, Dr. Fletcher

The motion was carried by a unanimous vote.

C. Report of Bills # 341 and # 341-A. The Finance Committee submitted the following reports of bills, copies of which are included as part of these minutes:

# 341 in the amount of \$69,817.21

# 341-A in the amount of \$9,598.81

A motion was made by Mr. Lyons, seconded by Mrs. Meller, that the bills # 341 and 341-A be submitted for payment, and that the Village Treasurer, Library Board President, and Secretary, be authorized to issue checks in payment of the bills.



A roll call vote was taken:

AYES: 4: Mr. Lyons, Mrs. Sabel, Mrs. Meller, Mrs. Clifford

NAYES: 0

ABSENT: 2: Mr. Riley, Dr. Fletcher

The motion was carried by a unanimous vote.

D. Transfer of Funds: A motion was made by Mr. Lyons, seconded by Mrs. Meller, to transfer \$10,000. from the checking account at the Bank of Hillside to the six-month certificate of deposit at Great American Federal Savings & Loan, and combine it with the \$20,000. certificate which is due to mature this month. This will make a total six-month certificate of deposit investment of \$30,000. A roll call vote was taken:

AYES: 4: Mr. Lyons, Mrs. Sabel, Mrs. Meller, Mrs. Clifford

NAYES: 0

ABSENT: 2: Mr. Riley, Dr. Fletcher

The motion was carried by a unanimous vote.

E. Reinvestments: A motion was made by Mr. Lyons, seconded by Mrs. Sabel, to reinvest \$100,000. at the Bank of Commerce, for 30 days or more, at a comparative interest rate. A roll call vote was taken:

AYES: 4: Mr. Lyons, Mrs. Sabel, Mrs. Meller, Mrs. Clifford

NAYES: 0

ABSENT: 2: Mr. Riley, Dr. Fletcher

The motion was carried by a unanimous vote.

A motion was made by Mr. Lyons, seconded by Mrs. Sabel, to reinvest the \$100,000. certificate of deposit at the Bank of Hillside for 30 days or more at a comparative rate of interest. A roll call vote was taken:

AYES: 4: Mr. Lyons, Mrs. Sabel, Mrs. Meller, Mrs. Clifford

NAYES: 0

ABSENT: 2: Mr. Riley, Dr. Fletcher

The motion was carried by a unanimous vote.

Other Committee Reports:

Administration Committee: In the absence of Mr. Riley, Mrs. Sabel gave the Administration Committee Report. She read the written recommendations from an earlier Administration Committee meeting, which follow:

1. Raises: a) 4% across the board raise for all employees, rounded off to the nearest 5¢ b) Salary adjustment scale as now stands will be eliminated and will read as follows: Salary adjustments to employees, either salaried, full time, part time, or probationary, will be given at the discretion of the Board of Directors. Reviews shall be made semi-annually by the Board of Directors.
2. The Board is not willing to pay travelling expenses for Vicki Hibbert to travel from Iowa for the purpose of an interview.
3. Members of the Board would like to be present to interview the para-professional. Effective after the Board meeting, any resumes for a



salaried position will be sent to the President of the Board at a post office box for the purpose of Board review.

A motion was made by Mrs. Sabel, seconded by Mr. Lyons, to accept the Administration Committee proposal. A roll call vote was taken:

AYES: 4: Mr. Lyons, Mrs. Sabel, Mrs. Meller, Mrs. Clifford

NAYES: 0

ABSENT: 2: Mr. Riley, Dr. Fletcher

The motion was carried by a unanimous vote.

Building and Grounds Committee: Mrs. Meller reported that the bookkeeper was in great need of a new adding machine and a table lamp. Approval was granted to purchase a new adding machine and a table lamp.

Public Relations and Legislation Committee: Legislation Day will be held May 5, 1982, in Springfield, Illinois. The Illinois Library Association invites all its members and trustees to attend.

Planning and Development Committee: No report.

Suburban Library System Committee: A full report was included with the April 14, 1982, minutes.

Communications: A request for the use of the library meeting room was made by Pam Turner, Community Nursing Service of Proviso. The request was denied by the Board of Library Directors.

A thank you letter was received from John Jennings, Director of Elections for Cook County. Included was a check for \$40.00 for use of the library facilities on Election Day, March 16, 1982.

Librarian's Report: Mr. Harris reported on a number of upcoming meetings which he would like to attend, some of which the Board members might want to attend.

He was also asked to begin investigating theft detection systems for the library, since we are no longer using the 3M Tattle Tape System.

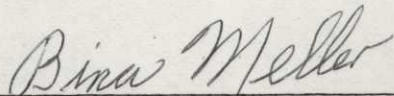
Old Business: None

New Business: None

Announcements: The next meeting of the Board of Directors of the Bellwood Public Library will be held May 12, 1982, in the Library meeting room at 8:00 p.m.

Adjournment: There being no further business, the meeting was adjourned at 10:52 p.m. by President Mrs. Clifford.

APPROVED, MAY 12, 1982

  
Mrs. Bina Meller, Recording Secretary