

# BELLWOOD PUBLIC LIBRARY

600 Bohland Avenue

Bellwood, Illinois 60104

LI 7-7393

## BOARD MEETING

### AGENDA

October 13, 1982

1. Call to order
2. Roll call
3. Reading of minutes, September 8, 1982
4. Review and/or revision of agenda as appropriate
5. Finance Committee Report
  - a. Treasurer's Report
  - b. Comparative Statement
  - c. Reports of Bills # 347 and # 347-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

October 13, 1982

### MINUTES

The regular monthly meeting of the Board of Directors of the Bellwood Public Library was called to order at 8:30 p.m. by President Mrs. Clifford, in the library meeting room.

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

Minutes: The minutes of the September 8, 1982, Board meeting were approved as received. A motion was made by Mr. Lyons, seconded by Mrs. Sabel, to accept and place on file the minutes of the September 8, 1982, Board meeting. The motion passed unanimously.

Review and/or Revision of Agenda: Mrs. Clifford asked the Board to review and/or revise the Agenda as appropriate. There were no revisions to the Agenda.

#### Financial Reports:

A. Treasurer's Report: The Treasurer's Report for September, 1982, was read by Mr. Lyons. A motion was made by Mrs. Sabel, seconded by Mrs. Meller, to approve the September, 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: A motion was made by Mrs. Meller, seconded by Mr. Lyons, to accept the Comparative Statement for September, 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. Reports of Bills # 347 and # 347-A: The Finance Committee submitted the following reports of bills, copies of which are included as part of these minutes:

# 347 in the amount of \$127,739.90

# 347-A in the amount of \$12,699.29

A motion was made by Mrs. Meller, seconded by Mr. Lyons, that the bills #347 and #347-A be submitted for payment, and that the Village Treasurer, Library Board President, and Library Board Secretary be authorized to issue checks in payment of these 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: Mrs. Meller made a motion, seconded by Mr. Lyons, to transfer \$27,000. from the First Federal Savings & Loan of Westchester to the checking account at the Bank of Hillside, and to transfer \$21,000. from Great American Savings and Loan savings account to the checking account at the Bank of Hillside. 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 transfer the interest money from the Building Fund savings account at the Bank of Hillside, which amounted to \$24,613.67 as of September 30, 1982, to another bank and to be invested in a N.O.W. Account at the discretion of the Finance Committee. This will enable money to be spent from the interest portion of the Building Fund. The motion passed by a unanimous agreement.

E. Reinvestments: A motion was made by Mr. Lyons, seconded by Mrs. Meller, to reinvest the \$30,000. Certificate of Deposit, maturing October 28, 1982, at the Great American Savings and Loan, by transferring the money to a seven-day savings certificate. 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 following certificates of deposit for thirty days:

1. Melrose Park National Bank, maturing October 28, 1982, for \$100,000.
2. Maywood-Proviso State Bank, maturing October 14, 1982, for \$100,000.
3. Bank of Commerce, maturing October 28, 1982, for \$100,000.

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.

#### Other Committee Reports:

A. Administration Committee: The Board received a letter of resignation from Deborah Rehor, who has found full time employment after graduating from college. A motion was made by Mrs. Meller, seconded by Mr. Lyons, to accept Deborah Rehor's resignation with regret and to wish her well in her new position. The motion passed unanimously.

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Miss Deborah Hardman was hired to replace Deborah Rehor as page in the Children's Room, October 12, 1982.

B. Building and Grounds Committee: The Village has installed our one way, no turn, signs for the parking lot. We paid for the signs as agreed initially.

The kitchen refrigerator is being fixed at a cost of \$190.00 by Advance Refrigeration of Chicago.

Other libraries are being checked as to the kinds of theft detection systems they have.

Mr. Harris received a bid on our carpet cleaning for the entire building at a cost of \$731.00. A motion was made by Mrs. Meller, seconded by Mrs. Sabel, to accept the bid for \$731.00 for the cleaning of carpeting, plus repairs where necessary, and a roll of special tape needed to hold down the mats. A roll call vote was taken:

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

NAYES: 0

ABSENT: 2: Mr. Riley, Dr. Fletcher

C. Public Relations and Legislation: No Report

D. Planning and Development: No Report

E. Suburban Library System Committee: No Report

Communications: Mr. Mark Doyle of the Crown Diamond Association applied for the use of the Meeting Room. His application was refused.

Miss Annette Jones of the Concerned Citizens applied for the use of the Library Meeting Room on November 17, 1982, at 7:00 p.m.; the purpose of her group is to help avoid single family mortgage foreclosures. Permission was denied.

Darlene Donarski, President of the Bellwood Welfare and Health Organization, also applied for the use of the Library Meeting Room, every month from October 21, 1982, until May 20, 1983, from 1:00 p.m. to 3:00 p.m. Permission was granted.

The Library Board and Mr. Harris each received a thank you note from Chris Marshall for helping him on his way toward the Eagle Scout achievement.

The Board also received a thank you note from Mr. Harris for the Board's kind expression of sympathy on the death of his father.

Librarian's Report:

Mr. Harris reminded the Board that he, Mr. Theinert, and Mrs. Harris, will be attending the Illinois Library Association Conference at the end of October.

He stated that in the future the library should be careful to put all employees who are under 60 years of age and work more than 600 hours a year on IMRF.

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Mr. Harris read Donna Harris's recommendations as to programs for the Children's Room to be offered at our Library. The Board approved all of the great children's programs.

Mr. Harris also asked the Board to raise the 15¢ mileage reimbursement to 20¢, to be in line with the allowed I.R.S. allowance. Permission was granted.

Old Business: None

New Business: None

Announcements: The next meeting of the Board of Directors of the Bellwood Public Library will be held November 10, 1982, in the Library Meeting Room at 8:00 p.m.

Adjournment: There being no further business, Mrs. Sabel made a motion, seconded by Mr. Lyons, to adjourn the meeting. The motion carried by a unanimous vote. Mrs. Clifford declared the meeting adjourned at 10:45 p.m.

K.C.  
APPROVED, 11/7/82

(Yssula) Bina Meller  
Bina Meller, Recording Secretary