

BELLWOOD PUBLIC LIBRARY

600 Bohland Avenue

Bellwood, Illinois 60104

LI 7-7393

BOARD MEETING

AGENDA

November 10, 1982

1. Call to order
2. Roll call
3. Reading of minutes, October 13, 1982
4. Review and/or revision of agenda as appropriate
5. Finance Committee Report
 - a. Treasurer's Report
 - b. Comparative Statement, October, 1982
 - c. Reports of Bills # 348 and # 348-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

November 10, 1982

The regular monthly meeting of the Board of Directors of the Bellwood Public Library was called to order at 8:20 p.m. by President Mrs. Clifford, in the library meeting room.

Attendance: Present were Mr. Lyons, Mrs. Sabel, Mr. Riley, Dr. Fletcher, and Mrs. Clifford. Mr. Harris, the Head Librarian, was also in attendance. Mrs. Meller arrived at 8:30 p.m.

Minutes: The minutes of the October 13, 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 October 13, 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. The Agenda was accepted as written, by a unanimous agreement.

Financial Reports:

A. Treasurer's Report: The Treasurer's report for October, 1982, was read by Mr. Lyons. A motion was made by Mrs. Sabel, seconded by Dr. Fletcher, to approve the October, 1982, Treasurer's Report and place it on file. A roll call vote was taken:

AYES: 6: Mr. Lyons, Mr. Riley, Dr. Fletcher, Mrs. Sabel, Mrs. Meller, Mrs. Clifford

NAYES: 0

ABSENT: 0

The motion carried by a unanimous vote.

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

AYES: 6: Mr. Lyons, Mr. Riley, Dr. Fletcher, Mrs. Sabel, Mrs. Meller, Mrs. Clifford

NAYES: 0

ABSENT: 0

The motion carried by a unanimous vote.

C. Reports of Bills # 348 and # 348-A: The Finance Committee submitted the following reports of bills, copies of which are included as part of these minutes:

348 in the amount of \$13,449.16

348-A in the amount of \$12,363.71

A motion was made by Mr. Riley, seconded by Dr. Fletcher, that the bills # 348 and # 348-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 the bills. A roll call vote was taken:

AYES: 6: Mr. Lyons, Mr. Riley, Dr. Fletcher, Mrs. Sabel, Mrs. Meller, Mrs. Clifford

NAYES: 0

ABSENT: 0

The motion was carried by a unanimous vote.

D. Transfer of Funds: None

E. Reinvestments: A motion was made by Mr. Lyons, seconded by Mr. Riley, to reinvest the following certificates of deposit for 30 days or more:

1. Melrose Park National Bank (maturing November 29, 1982) in the amount of \$100,000.
2. Maywood-Proviso State Bank (maturing November 15, 1982) in the amount of \$100,000.
3. Bank of Commerce (maturing November 29, 1982) in the amount of \$100,000.

A roll call vote was taken:

AYES: 6: Mr. Lyons, Mr. Riley, Dr. Fletcher, Mrs. Sabel, Mrs. Meller, Mrs. Clifford

NAYES: 0

ABSENT: 0

The motion was carried by a unanimous vote.

Other Committee Reports:

A. Administration Committee: Mr. Riley made a recommendation for a salary increase of 4% for all eligible library staff members, effective November 1, 1982. A motion was made by Mrs. Meller, seconded by Mr. Lyons, to accept the Administration Committee's recommendation for a salary increase of 4% for all eligible library staff members, effective November 1, 1982. A roll call vote was taken:

AYES: 6: Mr. Lyons, Mr. Riley, Dr. Fletcher, Mrs. Sabel, Mrs. Meller, Mrs. Clifford

NAYES: 0

ABSENT: 0

The motion was carried by a unanimous vote.

B. Building and Grounds Committee: Installation of a theft detection system by Checkpoint was discussed, for a cost of \$16,715. It was agreed to table this until a later Board meeting.

C. Public Relations and Legislation Committee: No Report.

D. Planning and Development Committee: No Report.

E. Suburban Library System Committee: No Report.

Communications: Mr. Harris received a response from state representative Emil Boucek for his concern about the governor's amendatory veto of the statewide multiplier.

Two thank you notes were read from Mrs. Groppi, one for the card which was sent in sympathy on the occasion of her father in law's death, the other for the \$25.00 gift certificate on the occasion of her tenth anniversary of employment.

Board Meeting Minutes
November 10, 1982
Page 3

Mrs. Meller read the thank you note from the Cook County Clerk's Office for the use of the library meeting room for the election.

Librarian's Report: Mr. Harris received a letter of resignation from Tina Clemens, Library page, because her college courses demand all of her time. Her last day will be November 13, 1982. Tina Clemens, we wish you well in all your endeavors for a most successful career.

Mr. Harris asked the Board's permission to attend the LACONI Administrator's meeting on November 19, 1982, at 9:30 a.m. at the Elmhurst Public Library. Permission was granted.

Donna Harris's recommendation to start charging fines for children's books returned late, effective January 1, 1983, was submitted. The Board approved beginning this procedure.

Mr. Harris submitted a written summary of the American Library Association's Library and Information Technology Association Workshop and Institute on Microcomputers in the Library that he attended November 7-9, 1982, in Milwaukee, Wisconsin.

He also announced the marriage of Kim Yarro of the library staff to Dale Oliver. Congratulations and best wishes!

Old Business: None

New Business: The Board unanimously agreed to spend \$200. on a catered Christmas party in the library meeting room for Board members and staff members only, on a date to be determined.

Announcements: The next regular meeting of the Board of Directors of the Bellwood Public Library will be held December 8, 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 10:50 p.m.

APPROVED, DECEMBER 7, 1982

Bina Meller (Yvonne A.)
Mrs. Bina Meller, Recording Secretary