

BELLWOOD PUBLIC LIBRARY

600 Bohland Avenue

Bellwood, Illinois 60104

LI 7-7393

BOARD MEETING

AGENDA

May 11, 1983

1. Call to order
2. Roll call
3. Reading of minutes, April 13 and April 21, 1983
4. Review and/or Revision of Agenda as appropriate
5. Finance Committee Report
 - a. Treasurer's Report, April, 1983
 - b. Comparative Statement, April, 1983
 - c. Reports of Bills # 354 and # 354-A
 - d. Transfer of Funds
 - e. Reinvestments
 - f. Auditor
 - g. Budget for 1983/84
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

600 Bohland Avenue

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LI 7-7393

BOARD MEETING

MINUTES

May 11, 1983

The regular monthly meeting of the Board of Directors of the Bellwood Public Library was called to order at 8:35 p.m. by President Mrs. Clifford in the library meeting room.

Attendance: Present were Mrs. Sabel, Mr. Hans, Mr. Lyons, Dr. Fletcher, Mrs. Meller, and Mrs. Clifford. Mr. Riley was absent. Mr. Hans begins his two year term, and Mrs. Meller her second six year term, at this time. Also in attendance were Mr. Harris, Head Librarian, and guest Mr. Jones.

Minutes: The minutes of the April 13, 1983, Board meeting, and the special meeting of April 21, 1983, were approved as received. A motion was made by Mr. Lyons, seconded by Dr. Fletcher, to accept and place on file the minutes of the April 13 and April 21, 1983, Board meetings. 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.

Finance Committee Report:

A. Treasurer's Report, April, 1983: The Treasurer's Report for April, 1983, was read by Mr. Lyons. A motion was made by Mr. Hans, seconded by Dr. Fletcher, to approve the April, 1983, Treasurer's Report, and place it on file. A roll call vote was taken.

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

NAYES: 0

ABSENT: 1: Mr. Riley

The motion carried by a unanimous vote.

B. Comparative Statement, April, 1983: A motion was made by Mrs. Meller, seconded by Mrs. Sabel, to accept and place on file the Comparative Statement for April, 1983. A roll call vote was taken.

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

NAYES: 0

ABSENT: 1: Mr. Riley

The motion carried by a unanimous vote.

C. Reports of Bills # 354 and # 354-A: The Finance Committee submitted the following reports of bills, copies of which are included as part of these minutes:

354 in the amount of \$14,664.45

354-A in the amount of \$12,209.05

A motion was made by Mrs. Sabel, seconded by Mr. Lyons, that the bills # 354 and # 354-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: 6: Mrs. Sabel, Mr. Hans, Mr. Lyons, Dr. Fletcher, Mrs. Meller, Mrs. Clifford

NAYES: 0

ABSENT: 1: Mr. Riley

The motion carried unanimously.

D. Transfer of Funds: None

E. Reinvestments: A motion was made by Mr. Lyons, seconded by Mrs. Meller, to reinvest the following certificates of deposit for 30 days at the current rate:

Melrose Park Natl. Bank, maturing June 6, 1983, for \$100,000.00

Bank of Commerce, maturing June 6, 1983, for \$100,000.00

Maywood-Proviso State Bank, maturing May 23, 1983, for \$100,000.00

A roll call vote was taken.

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

NAYES: 0

ABSENT: 1: Mr. Riley

The motion carried by a unanimous vote.

F. Auditor: It was unanimously agreed that the Library use the same auditor, Mr. Jerry Goldman, as the Village for the 1982/83 audit.

G. Budget for 1983/84: Mr. Hans made a motion, seconded by Mr. Lyons, that a special meeting be designated to discuss the budget for 1983/84. A roll call vote was taken.

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

NAYES: 0

ABSENT: 1: Mr. Riley

The motion carried by a unanimous vote.

Other Committee Reports:

Administration Committee: No report

Building and Grounds Committee: No report

Public Relations and Legislation Committee: No report

Planning and Development Committee: No report

Suburban Library System Committee: No report

Communications: Mr. Harris received a thank you letter, with a \$40. check, from Stanley Kusper, Cook County Clerk, for reimbursement for use of the Library meeting room for the General Election, held April 12, 1983.

The Board of Directors received an application for use of the Library meeting room from the Proviso Council on Aging. The meeting room is to be used for monthly meetings with the senior companions from Family Care of the Proviso Area. Permission was denied; it was suggested that additional information be supplied. A motion was made by Mrs. Sabel, seconded by Dr. Fletcher, to invite the Proviso Council on Aging representative to explain their request at the Board's next meeting. A roll call vote was taken:

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

NAYES: 0

ABSENT: 1: Mr. Riley

The motion carried by a unanimous vote.

Librarian's Report: Mr. Harris reported that the two monitors, Mr. Farkos and Mr. Gilliam, will be leaving the area. A discussion concerning new monitors followed.

Mr. Harris further stated that there is a need for the Library parking lot to be black-topped, patched, and repainted, with new direction arrows. He received a bid of \$555.00 from Ingstrup Paving, Inc. of Villa Park, Illinois. A motion was made by Mr. Lyons, seconded by Dr. Fletcher, to black-top the library parking lot, patch it, and remark the parking spaces and paint the direction arrows. The motion carried by a unanimous vote.

Mr. Gilliam, Library Monitor, found his car badly scratched while in the parking lot. He asked the Board to pay for the damages, but his request was denied.

Mayor Davis asked the Library Board to consider the sale of RTA monthly bus passes at the Library. Permission was denied.

Mr. Harris reported that the National Neighbors 14th Annual Conference will be June 16-19, 1983, hosted by the Citizens' Advisory Council of Bellwood, Illinois. A motion was made by Mrs. Meller, seconded by Mr. Hans, to have Mr. Harris and Mrs. Clifford, Board President, and all other Board members who would like to attend the

Board Meeting Minutes
May 11, 1983
Page 4

conference, attend, with all expenses paid by the Library. A roll call vote was taken.

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

NAYES: 0

ABSENT: 1: Mr. Riley

The motion carried by a unanimous vote.

Mr. Leo Theinert, Adult Services Librarian, asked for permission to attend a basic course on the utilization of microcomputers in libraries, sponsored by AJ Seminars, at 71 E. Wacker Drive, Chicago, Illinois, on June 22, 1983, at a cost of \$85.00. Permission was granted by a unanimous agreement.

Old Business: None

New Business: None

Announcements: The next regular meeting of the Board of Directors of the Bellwood Public Library will be held June 8, 1983, in the Library meeting room at 8:00 p.m.

Adjournment: There being no further business, Mr. Lyons made a motion, seconded by Dr. Fletcher, to adjourn the meeting. The motion carried by a unanimous vote. Mrs. Clifford declared the meeting adjourned at 9:35 p.m.

K.C.

APPROVED, JUNE 1, 1983

Bina Meller, Recording Secretary

BELLWOOD PUBLIC LIBRARY

600 Bohland Avenue

Bellwood, Illinois 60104

LI 7-7393

N O T I C E

The monthly meeting of the Board of Directors of the Bellwood Public Library will be continued at the library, 600 Bohland Ave., Bellwood, Illinois, on the evening of Thursday, May 19, 1983, at 8:00 p.m. The agenda follows:

1. Call to order
2. Roll call
3. Public comment
4. Review and/or Revision of Agenda
5. Finance Committee Discussion
6. Administration Committee Discussion
7. Building and Grounds Committee Discussion
8. Public Relations and Legislation Committee Discussion
9. Planning and Development Committee Discussion
10. Suburban Library System Committee Discussion
11. Librarian's Report
12. Old Business
13. New Business
14. Adjournment

Robert A. Harris
Head Librarian

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BOARD MEETING

AGENDA

May 19, 1983

1. Call to order
2. Roll call
3. Public Comment
4. Review and/or Revision of Agenda
5. Finance Committee Discussion
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7. Building and Grounds Committee Discussion
8. Public Relations and Legislation Committee Discussion
9. Planning and Development Committee Discussion
10. Suburban Library System Committee Discussion
11. Librarian's Report
12. Old Business
13. New Business
14. Adjournment

BELLWOOD PUBLIC LIBRARY

600 Bohland Avenue

Bellwood, Illinois 60104

LI 7-7393

BOARD MEETING

MINUTES

May 19, 1983

A special Board meeting was called to order at 8:10 p.m. in the library meeting room by President Mrs. Clifford. Present were Mr. Lyons, Mr. Riley, Mrs. Sabel, Mr. Hans, and Mrs. Clifford. Mrs. Meller joined the meeting at 9:00 p.m. Mr. Harris, the Head Librarian, was also in attendance.

The meeting was called to discuss a variety of matters, as a committee of the whole.

At the time for public comment, there was no discussion, as no members of the public were present.

Finance Committee: Mr. Lyons discussed the idea of changing some of the accounts to money market accounts.

Administration Committee: A brief discussion ensued concerning salary review; this topic was to be discussed at a later date.

Building and Grounds Committee: Mrs. Meller reported on the need for a new roof, and possibly cleaning and repair of the gutters.

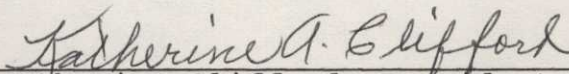
Public Relations and Legislation Committee: No discussion

Planning and Development Committee: There was a discussion concerning the need for expanding the library, and use of the basement storage area. There was also discussion concerning a user survey, to see where most of the library's users live.

Suburban Library System Committee: No discussion

Librarian's Report: Mr. Harris suggested that the Board look in to a professional security service. The idea was briefly discussed.

Adjournment: Mrs. Clifford declared the meeting adjourned at 11:20 p.m.


Katherine Clifford, President

BELLWOOD PUBLIC LIBRARY

600 Bohland Avenue

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LI 7-7393

NOTICE

The annual board meeting of the Board of Directors of the Bellwood Public Library will be held in the library meeting room, 600 Bohland Ave., Bellwood, Illinois, at 8:00 p.m. on Thursday, May 26, 1983. The agenda follows:

1. Call to order
2. Roll call
3. Public Comment
4. Meeting turned over to Mr. Harris to act as Secretary
5. Election of officers
 - a. President
 - b. Vice President
 - c. Secretary
6. Meeting turned over to new officers
7. Roll call ~~appointments~~
8. Committee appointments
 - a. Finance
 - b. Administration
 - c. Buildings and Grounds
 - d. Public Relations and Legislation
 - e. Planning and Development
 - f. Suburban Library System
9. Set meeting night
10. Designate banks as depositories for library funds
11. Reading of minutes
12. Review and/or revision of agenda as appropriate
13. Finance Committee Report
14. Other Committee Reports
 - a. Administration
 - b. Buildings and Grounds
 - c. Public Relations and Legislation
 - d. Planning and Development
 - e. Suburban Library System
15. Communications
16. Head Librarian's Report
17. Old Business
18. New Business
19. Adjournment

BELLWOOD PUBLIC LIBRARY

600 Bohland Avenue

Bellwood, Illinois 60104

LI 7-7393

ANNUAL BOARD MEETING

AGENDA

May 26, 1983

1. Call to order
2. Roll call
3. Public comment
4. Meeting turned over to Mr. Harris to act as Secretary
5. Election of officers
 - a. President
 - b. Vice President
 - c. Secretary
6. Meeting turned over to new officers
7. Roll call
8. Committee appointments
 - a. Finance
 - b. Administration
 - c. Buildings and Grounds
 - d. Public Relations & Legislation
 - e. Planning and Development
 - f. Suburban Library System
9. Set meeting night
10. Designate banks as depositories for library funds
11. Reading of minutes
12. Review and/or revision of agenda as appropriate
13. Finance Committee Report
14. Other Committee Reports
 - a. Administration
 - b. Buildings and Grounds
 - c. Public Relations and Legislation
 - d. Planning and Development
 - e. Suburban Library System
15. Communications
16. Head Librarian's Report
17. Old Business
18. New Business
19. Adjournment

BELLWOOD PUBLIC LIBRARY

600 Bohland Avenue

Bellwood, Illinois 60104

LI 7-7393

ANNUAL BOARD MEETING

MINUTES

May 26, 1983

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

Attendance: Present were Mr. Lyons, Mr. Hans, Dr. Fletcher, and Mrs. Clifford. Mr. Harris, Head Librarian, was also in attendance. Mrs. Sabel, Mr. Riley, and Mrs. Meller were absent. Mr. Riley joined the meeting at 9:05 p.m., and Mrs. Meller joined the meeting at 10:00 p.m.

Public Comment: No members of the public attended the meeting, and there was no public comment.

Election of Officers: Mrs. Clifford turned the meeting over to Mr. Harris, to act as secretary during the election of officers.

NOMINATIONS FOR PRESIDENT WERE CALLED. Dr. Fletcher made a motion, seconded by Mr. Hans, to nominate Mrs. Clifford for the office of president. No further nominations were forthcoming, and nominations were closed. The motion passed by a unanimous vote.

NOMINATIONS FOR VICE PRESIDENT WERE CALLED. Mr. Lyons made a motion, seconded by Mr. Hans, to nominate Mr. Riley for the office of vice president. No further nominations were forthcoming, and nominations were closed. The motion passed by a unanimous vote.

NOMINATIONS FOR SECRETARY WERE CALLED. Mr. Hans made a motion, seconded by Mr. Lyons, to nominate Mrs. Meller for the office of secretary. No further nominations were forthcoming, and nominations were closed. The motion passed by a unanimous vote.

The meeting was turned over to the new officers and was called to order. Present were Mrs. Clifford, Dr. Fletcher, Mr. Lyons, and Mr. Hans. Mr. Harris, Head Librarian, was also in attendance. Mrs. Sabel, Mr. Riley, and Mrs. Meller were absent. Mr. Riley joined the meeting at 9:05 p.m., and Mrs. Meller joined the meeting at 10:00 p.m.

Committee Appointments: Mrs. Clifford made committee appointments according to the list which is enclosed with these minutes.

Meeting Night: It was unanimously agreed to keep the meeting night the second Wednesday of each month, at 8:00 p.m., in the library meeting room.

Depository Banks: Mr. Lyons made a motion, seconded by Dr. Fletcher, to transfer the money from the passbook savings account at the First Federal Savings and Loan Association of Westchester to a money market account at the same institution on June 1, 1983, to transfer the money from the passbook savings account at the York State Bank to a money market account at the same institution on June 1, 1983, and to keep the other accounts at the other banks and savings and loan association as they now are. All ayes, the motion passed by a unanimous vote.

Reading of minutes: The minutes of the May 19, 1983, Board meeting were approved as received. A motion was made by Mr. Lyons, seconded by Mr. Hans, to accept and place on file the minutes of the May 19, 1983, Board meeting. The motion passed unanimously.

Review and/or Revision of Agenda as appropriate: 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: Mr. Hans made a motion, seconded by Mr. Lyons, to accept the 1983-1984 Appropriation Budget as amended. A roll call vote was taken:

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

NAYES: 0

ABSENT: 1: Mrs. Sabel

Mr. Lyons made a motion, seconded by Mr. Riley, to adopt a levy equal to 30¢ per \$100. equalized assessed valuation for the general (corporate) fund for the 1983 tax year, and to levy \$ - 0 - for the other below the line funds. A roll call vote was taken:

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

NAYES: 0

ABSENT: 1: Mrs. Sabel

Other Committee Reports:

Administration Committee: Mr. Riley has called a meeting of the Administration Committee for 7:00 p.m., Friday, June 3, 1983, in the library meeting room, to discuss salary review.

Building and Grounds Committee: Different opinions expressed by different roofers who have come to look at the library roof were put forth. In view of these conflicting opinions, it was suggested that an impartial architect examine the library blueprints to see exactly what is needed for the roof. Mr. Hans made a motion, seconded by Mr. Lyons, that the library contact an architect, preferably Lucchese & Nicholson in Elmhurst, to evaluate the roofing problems. The motion carried by a unanimous vote.

Board Meeting Minutes
May 26, 1983
Page 3

Public Relations and Legislation Committee: No report

Planning and Development Committee: No report

Suburban Library System Committee: No report

Communications: Mrs. Meller read a thank-you letter from Representative Ted Leverenz, who expressed his appreciation for the visit from Mrs. Clifford and Mr. Harris at I.L.A. Legislation Day.

Mrs. Meller read a thank-you note from Mrs. Pauline V. Smith of Bellwood, who was allowed to borrow a reference book for a few days.

Mrs. Meller read a note of resignation from Barbara Montgomery, library bookkeeper, who will be leaving August 1, 1983, to move to Florida. The Board accepted her resignation with regret.

Head Librarian's Report: Mr. Harris reported that the exhaust fan shaft and bearings are in such bad condition that the fan is shut down until further notice, leaving the library without heating or air conditioning.

He also reported that the parking lot will be blacktopped and painted Sunday, May 29.

Old Business: None

New Business: The Board heard a presentation from Mr. John Sbarbaro of Metro-Pol, Inc., who proposed a contract with the library and the security company. Mrs. Meller made a motion, seconded by Mr. Riley, that the library engage Metro-Pol, Inc., in accordance with the rules of the contract set up by Mr. Harris, Head Librarian. The contract may be terminated at the discretion of the Board, with 60 days' notice. A roll call vote was taken.

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

NAYES: 0

ABSENT: 1: Mrs. Sabel

The motion carried unanimously. A suggestion was put forth that the library post a sign, listing basic rules of conduct for the patrons.

Adjournment: There being no further business, Mr. Lyons made a motion, seconded by Mr. Hans, to adjourn the meeting. The motion was unanimously approved. Mrs. Clifford declared the meeting adjourned at 11:45 p.m.

KATHERINE CLIFFORD, PRESIDENT

BANKS WHICH ARE DEPOSITORIES OF LIBRARY FUNDS, MAY 26, 1983

GENERAL FUND
AUDIT FUND
IMRF/FICA FUND
LIABILITY INSURANCE FUND

Bank of Hillside

Checking Account

GENERAL FUND

Great American Federal Savings &
Loan Association

7-day Savings Certificate

First Federal Savings & Loan
Association of Westchester

Passbook Savings Account

York State Bank

Passbook Savings Account

Melrose Park National Bank

Certificate of Deposit

River Forest State Bank & Trust Co.

7-day Savings Certificate

First Federal Savings & Loan
Association of Proviso Township

Money Market Account

BUILDING FUND

Forest Park National Bank

Checking Account

Maywood-Proviso State Bank

Certificate of Deposit

Bank of Commerce

Certificate of Deposit

BELLWOOD PUBLIC LIBRARY

600 Bohland Avenue

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1983-84 Board Committee Appointments

May 27, 1983

Administration Committee

Mr. Riley, Chairman
Dr. Fletcher
Mrs. Meller

Building and Grounds Committee

Mrs. Meller, Chairman
Mr. Lyons
Mr. Hans

Public Relations and Legislation Committee

Mr. Lyons, Chairman
Mrs. Sabel
Mr. Hans

Planning and Development Committee

Mr. Riley, Chairman
Mrs. Sabel
Mrs. Meller

Suburban Library System Committee

Mrs. Meller, Chairman
Dr. Fletcher
Mr. Hans

Finance Committee

Mr. Lyons, Chairman
Mrs. Sabel
Mrs. Meller

1983-84 Board Officers

| | |
|----------------|---------------|
| President | Mrs. Clifford |
| Vice President | Mr. Riley |
| Secretary | Mrs. Meller |

Terms of Office Expiration Dates

| | |
|---------------|------|
| Mrs. Clifford | 1987 |
| Dr. Fletcher | 1985 |
| Mr. Hans | 1985 |
| Mr. Lyons | 1987 |
| Mrs. Meller | 1989 |
| Mr. Riley | 1985 |
| Mrs. Sabel | 1987 |

BELLWOOD PUBLIC LIBRARY

600 Bohland Avenue

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M E M O

May 27, 1983

TO: Mr. Joe Lagen, Comptroller, Village of Bellwood

FROM: Katherine Clifford, Board President

RE: 1983 levy

Following is our request for the 1983 levy, to be collected in 1984. Please ask the Cook County Clerk to levy the following amounts for the following funds. This request is to be considered as part of our budget report to the Village of Bellwood.

| | |
|------------------------------------|-------------|
| GENERAL (CORPORATE) FUND: | \$ 320,670. |
| LIBRARY SHARE OF IMRF & FICA FUND: | - 0 - |
| AUDIT FUND | - 0 - |
| LIABILITY INSURANCE FUND | - 0 - |
| BUILDING RESERVE FUND | - 0 - |

Thank you.

Katherine A. Clifford
KATHERINE CLIFFORD, PRESIDENT

Ursula (Bina) Meller
URSULA (BINA) MELLER, SECRETARY

BELLWOOD PUBLIC LIBRARY

600 Bohland Avenue

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1983 - 1984 APPROPRIATION BUDGET

SECTION I

| | |
|-----------------------------------|-------------------|
| Salary - Head Librarian | 26,400. |
| Salary - Librarians | 32,450. |
| Salary - Pages | 25,798. |
| Salary - Clerks | 67,505. |
| Salary - Bookkeeper | 7,000. |
| Salary - Custodian | 5,095. |
| Books - Adult | 40,000. |
| Books - Juvenile | 13,000. |
| Books - Reference & Continuation | 13,000. |
| Audio Visual - Microfilm | 2,500. |
| Audio Visual - Adult | 7,000. |
| Audio Visual - Juvenile | 1,200. |
| Programs - Adult | 700. |
| Programs - Juvenile | 3,000. |
| Supplies | 11,500. |
| Printing & Stationery | 700. |
| Postage | 2,400. |
| Rental Machines | 6,500. |
| Rebinding of Books | 1,000. |
| Subscriptions | 20,000. |
| Dues | 950. |
| Meetings | 1,200. |
| Transportation | 300. |
| Contingency | 1,500. |
| Insurance - Medical, Health, Life | 8,676. |
| Insurance - Non-liability | 8,000. |
| Utilities | 3,000. |
| Telephone | 4,000. |
| Equipment Maintenance | 5,000. |
| Library Maintenance | 25,000. |
| Security | 11,232. |
| Equipment Purchase | 5,000. |
| | <u>\$360,606.</u> |

SECTION II

| | | |
|------------------------------|-----------------|-------------------|
| LIBRARY SHARE OF IMRF & FICA | 21,874. | |
| AUDIT FUND | 2,000. | |
| LIABILITY INSURANCE FUND | 5,000. | |
| BUILDING FUND | <u>250,000.</u> | <u>\$278,874.</u> |
| | | 639,480. |

Katherine A. Clifford

PRESIDENT

Yvonne A. Miller

SECRETARY

BELLWOOD PUBLIC LIBRARY

600 Bohland Avenue

Bellwood, Illinois 60104

LI 7-7393

NOTICE

There will be an Administration Committee meeting of the Board of Directors of the Bellwood Public Library at the library, 600 Bohland Ave., Bellwood, Illinois, at 7:00 p.m. on the evening of Friday, June 3, 1983.

AGENDA

1. Call to order.
2. Roll call.
3. Public comment
4. Personnel matters
5. Adjournment