

BELLWOOD PUBLIC LIBRARY

600 Bohland Avenue

Bellwood, Illinois 60104

LI 7-7393

BOARD MEETING

MINUTES

July 13, 1983

The regular monthly meeting of the Board of Directors of the Bellwood Public Library was called to order at 8:10 p.m. by President Mrs. Clifford in the library meeting room.

Attendance: Present were Mr. Hans, Mr. Lyons, Mrs. Sabel, Dr. Fletcher, Mr. Riley, Mrs. Meller, and Mrs. Clifford. Mr. Harris the Head Librarian, Donna Harris, Children's Services Librarian, Mr. Jerry Goldman, auditor, Barbara Montgomery and Margaret Mikos, bookkeepers, were also in attendance.

Public Comment: None

Minutes: The minutes of the June 8 and June 21, 1983, Board meetings were approved as received. A motion was made by Mr. Hans, seconded by Mr. Lyons, to accept and place on file the minutes of the June 8 and June 21, 1983, Board meeting, and Special Meeting. The motion passed by a unanimous agreement.

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:

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

AYES: 7: Mr. Hans, Mr. Lyons, Mrs. Sabel, Dr. Fletcher, Mr. Riley, Mrs. Meller, Mrs. Clifford

NAYES: 0

The motion carried by a unanimous vote.

B. Comparative Statement, June, 1983: A motion was made by Mr. Hans, seconded by Mr. Lyons, to accept and place on file the Comparative Statement for June, 1983. A roll call vote was taken:

AYES: 7: Mr. Hans, Mr. Lyons, Mrs. Sabel, Dr. Fletcher, Mr. Riley, Mrs. Meller, Mrs. Clifford

NAYES: 0

The motion carried by a unanimous vote.

C. Reports of Bills, # 356 and # 356-A: The Finance Committee submitted the following reports of bills, copies of which are included as part of these minutes:

356 in the amount of \$17, 524,31
356-A in the amount of \$11,458.72

A motion was made by Mr. Riley, seconded by Mr. Hans, that the bills # 356 and # 356-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: 7: Mr. Hans, Mr. Lyons, Mrs. Sabel, Dr. Fletcher, Mr. Riley, Mrs. Meller, Mrs. Clifford

NAYES: 0

The motion carried by a unanimous vote.

D. Transfer of Funds: A motion was made by Mr. Lyons, seconded by Mrs. Meller, to transfer \$25,000. from the River Forest Bank to the Bank of Hillside checking account. A roll call vote was taken:

AYES: 7: Mr. Hans, Mr. Lyons, Mrs. Sabel, Dr. Fletcher, Mr. Riley, Mrs. Meller, Mrs. Clifford

NAYES: 0

The motion carried by a unanimous vote.

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.

Maywood-Proviso State Bank, maturing July 25, 1983, for \$100,000.
Melrose Park National Bank, maturing July 14, 1983, for \$100,000.
Bank of Commerce, maturing July 14, 1983, for \$100,000.

A roll call vote was taken:

AYES: 7: Mr. Hans, Mr. Lyons, Mrs. Sabel, Dr. Fletcher, Mr. Riley, Mrs. Meller, Mrs. Clifford

NAYES: 0

The motion carried by a unanimous vote.

F. Auditor's Report: Mr. Goldman, Village of Bellwood Auditor, gave a complete audit report.

Other Committee Reports:

Administration Committee: No report

Building and Grounds Committee: Because of an emergency due to stagnant air from the failure of the recirculating fan, the following motion was made: A motion was made by Mrs. Meller, seconded by Mr. Hans, to install a new exhaust fan for the heating and air conditioning system, at a cost of \$3,950., by West Town Heating and Refrigeration Company. A roll call vote was taken:

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

NAYES: 1: Dr. Fletcher

The motion carried by a majority vote.

A motion was made by Mr. Hans, seconded by Mrs. Meller, to shore up the air conditioner compressor which is sinking into the ground with 10 ton jacks, steel plates at the corners, and gravel to equalize the ground slope, at an estimated cost of \$2,200., by West Town Heating and Refirgeration Co. A roll call vote was taken:

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

NAYES: 1: Dr. Fletcher

The motion carried by a majority vote.

The inadequate space in the library parking lot was discussed.

The library tree-trimming work is awaiting a third quotation.

By a unanimous agreement, the Board decided to have Mr. Harris contact a roofing consultant or architects to prepare a report on the condition of the roof, with recommendations for improving the situation, and to have them check the ceiling tile for acoustics.

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 letter from Mr. John M. Sullivan, Village of Bellwood attorney, regarding the 1983-84 Appropriation Ordinance and Levy.

Mr. Harris received a letter from Molly McGee, Proviso Township Community Worker, University of Illinois Cooperative Extension Service, asking if the Bellwood Library would like to co-sponsor this program with the University of Illinois Cooperative Extension Service. The presentations would be September 21 through October 26, 1983, from 7:00 to 9:00 p.m. The Extension is most interested in reaching singles, the young marrieds, those mid-way in life, and folks planning retirement, as well as seniors. The subject matter includes "Update of Social Security Benefits", "New Savings Investment Alternatives," "Understanding the new I.R.S. laws," "Is Retirement Coming Sooner Than Anticipated?", "Plan for Better Living," "Are you Ready Should you Lose Your Spouse?" The Bellwood Library Board of Directors accepted the Extension's proposed program series, and to co-sponsor this financial security program, and approved to absorb expenses. A full page coverage of the Extension's program is to be published in the Bellwood News Letter at a cost of \$150. Approved by a unanimous agreement.

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Mr. Hans left the meeting at 10:00 p.m.

Librarian's Report: Donna Harris, Children's Services Librarian, presented the fall/winter program for the Children's Library. The program proved to be both excellent and interesting--the children will love it.

Mr. Leo Theinert, Adult Services Librarian, asked the Board's permission to take a beginning typing course at Triton College at a cost of \$37.50. A motion was made by Mr. Lyons, seconded by Mrs. Sabel, to reimburse Mr. Theinert, for the cost of the course. The motion passed 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 August 10, 1983, in the library meeting room at 8:00 p.m.

Adjournment: There being no further business, Mr. Riley 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 10:47 p.m.

K.C.

APPROVED, 7/20/83

Bina Meller

Bina Meller, Recording Secretary

I M P O R T A N T

Please read the attached minutes of a special meeting, held July 19, 1983

BELLWOOD PUBLIC LIBRARY

600 Bohland Avenue

Bellwood, Illinois 60104

LI 7-7393

BOARD MEETING

MINUTES

July 19, 1983

A special meeting of the Board of Directors of the Bellwood Public Library was called to order at 7:15 p.m. by President Mrs. Clifford, in the library meeting room.

Attendance: Present were Mr. Lyons, Mrs. Sabel, Dr. Fletcher, Mrs. Meller, and Mrs. Clifford. Mr. Hans and Mr. Riley were absent.

Purpose: President Mrs. Clifford announced that the reason for the special meeting is to reconsider the two motions, made by the Building and Grounds Committee, on July 13, 1983.

Mrs. Meller stated: Having voted on the prevailing side, I move to reconsider the vote on the motion: A motion was made by Mrs. Meller, seconded by Mr. Hans, to install a new exhaust fan, for the heating and air conditioning system, at a cost of \$3,950.00 from West Town Heating and Refrigeration Company. After a brief discussion, President Mrs. Clifford called the vote to reconsider.

The Board responded unanimously to reconsider the motion. Mrs. Meller made a motion, seconded by Mr. Lyons, to amend the original motion by: striking the words, "at a cost of \$3,950.00 from West Town Heating and Refrigeration Company", and adding the words: "after receiving three quotations from other companies and considering the best quote. According to the Village of Bellwood Public Library By-Laws, we must have at least three quotations before voting on anything at this cost range." The motion now reads: A motion was made by Mrs. Meller, seconded by Mr. Lyons, to install a new exhaust fan for the air conditioning and heating system, after receiving three quotations from other companies, and considering the best quote. According to the Village of Bellwood Public Library By-Laws, we must have at least three quotations before voting on anything at this cost range.

A roll call vote was taken:

AYES: 5: Mr. Lyons, Mrs. Sabel, Dr. Fletcher, Mrs. Meller, Mrs. Clifford

NAYES: 0

ABSENT: 2: Mr. Hans, Mr. Riley

The motion carried by a unanimous vote.

Second Motion to be Reconsidered:

Mrs. Meller Stated: Having voted on the prevailing side, I move to reconsider the vote on the motion: A motion was made by Mr. Hans, seconded by Mrs. Meller, to shore up the air-conditioner compressor, which is sinking into the ground, with 10 ton jacks,

steel plates at the corners, and gravel to equalize the ground slope, at an estimated cost of \$2,200., by West Town Heating and Refrigeration Company.

After a brief discussion, President Mrs. Clifford called the vote to reconsider.

The Board responded unanimously to reconsider the motion.

Dr. Fletcher made a motion, seconded by Mrs. Meller, to amend the original motion by: striking the words, "with 10 ton jacks, steel plates at the corners, and gravel to equalize the ground slope, at an estimated cost of \$2,200. by West Town Heating and Refrigeration Company.", and adding the words: "with a permanent type of foundation under the air conditioner compressor units, after receiving three quotations from other companies, and considering the best quote; according to the Village of Bellwood Public Library By-Laws, we must have at least three quotations before voting on anything at this cost range."

The motion now reads: A motion was made by Dr. Fletcher, seconded by Mrs. Meller, to shore up the air conditioner compressor which is sinking into the ground, with a permanent type of foundation under the air conditioner compressor units, after receiving three quotations from other companies, and considering the best quotes; according to the Village of Bellwood Public Library By-Laws, we must have at least three quotations, before voting on anything at this cost range."

A roll call vote was taken.

AYES: 5: Mr. Lyons, Mrs. Sabel, Dr. Fletcher, Mrs. Meller, Mrs. Clifford

NAYES: 0

ABSENT: 2: Mr. Hans, Mr. Riley

The motion carried by a unanimous vote.

Adjournment: There being no further business, Mr. Lyons made a motion, seconded by Mrs. Sabel, to adjourn the meeting. The motion carried by a unanimous vote. Mrs. Clifford declared the meeting adjourned at 7:55 p.m.

K.C.
APPROVED, 8/8/83

Bina Meller
Bina Meller, Recording Secretary