

BELLWOOD PUBLIC LIBRARY

600 Bohland Avenue

Bellwood, Illinois 60104

LI 7-7393

BOARD MEETING

AGENDA

August 10, 1983

1. Call to order
2. Roll call
3. Public comment
4. Review and/or revision of agenda as appropriate
5. Reading of minutes, July 13 and July 19, 1983
6. Finance Committee Report
 - a. Treasurer's Report, July, 1983
 - b. Comparative Statement, July, 1983
 - c. Reports of Bills # 357 and # 357-A
 - d. Transfer of Funds
 - e. Reinvestments
7. 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
8. Communications
9. Librarian's Report
10. Old Business
11. New Business
12. Adjournment

BELLWOOD PUBLIC LIBRARY

600 Bohland Avenue

Bellwood, Illinois 60104

LI 7-7393

BOARD MEETING

MINUTES

August 10, 1983

The regular monthly meeting of the Board of Directors of the Bellwood Public Library was called to order at 8:05 p.m. by President Mrs. Clifford in the library meeting room.

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

Public Comment: None

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.

Minutes, July 13 and July 19, 1983: The minutes of the July 13 and July 19, 1983, Board meeting and special meeting were approved as received. A motion was made by Mrs. Sabel, seconded by Mr. Hans, to accept and place on file the minutes of the July 13 and July 19, 1983, Board meeting and special meeting. The motion passed by a unanimous agreement.

Finance Committee Report:

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

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

NAYES: 0

ABSENT: 1: Dr. Fletcher

The motion carried by a majority vote.

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

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

NAYES: 0

ABSENT: 1: Dr. Fletcher

The motion carried by a majority vote.

C. Reports of Bills # 357 and # 357-A: The Finance Committee submitted the following reports of bills, copies of which are included as part of these minutes:

357 in the amount of \$18,142.90
357-A in the amount of \$11,397.42
From the Building Fund: \$ 560.00

A motion was made by Mr. Hans, seconded by Mr. Lyons, that the bills # 357 and # 357-A and the Building Fund amount of \$560.00 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. Hans, Mr. Lyons, Mrs. Sabel, Mr. Riley, Mrs. Meller, Mrs. Clifford

NAYES: 0

ABSENT: 1: Dr. Fletcher

The motion carried by a majority vote.

D. Transfer of Funds: A motion was made by Mr. Lyons, seconded by Mr. Riley, to transfer \$30,000. from the River Forest State Bank and Trust Co. to the Bank of Hillside checking account. A roll call vote was taken.

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

NAYES: 0

ABSENT: 1: Dr. Fletcher

The motion carried by a majority vote.

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

Melrose Park National Bank, maturing August 15, 1983, for \$100,000.
Maywood Proviso State Bank, maturing August 25, 1983, for \$100,000.
Bank of Commerce, maturing August 15, 1983, for \$100,000.

A roll call vote was taken.

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

NAYES: 0

ABSENT: 1: Dr. Fletcher

The motion carried by a majority vote.

Other Committee Reports:

A. Administration Committee: No report

B. Building and Grounds Committee: A motion was made by Mrs. Meller, seconded by Mr. Riley, to install a new exhaust fan and motor, for the heating and air conditioning system, after receiving the following three quotations:

Admiral Heating and Ventilating, Inc., for \$4,205.
Fan, Inc., for \$4,480.

West Town Heating and Refrigeration Corp. for \$3,950.

The accepted quotation was from West Town at a cost of \$3,950.

A roll call vote was taken.

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

NAYES: 0

The motion carried by a unanimous vote.

A motion was made by Mr. Hans, seconded by Mrs. Meller, that Mr. Harris contact the appropriate contractors, concerning the vein of the compressor foundation. If each segment is less than \$1,500., then Mr. Harris is to proceed at his discretion. If any portion is \$1,500. or more, Mr. Harris is to contact Mrs. Clifford for direction. A roll call vote was taken.

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

NAYES: 0

The motion carried by a unanimous vote.

The possibility of installing a sprinkling system for the library lawn was discussed. Mr. Harris will check on the quotations.

Mr. Harris contacted the following architects for the library roof analysis:

Charles Grant Pedersen	\$ 350.
B. E. Nelson Associates	1,200.
Ray Basso Associates	1,200.
Pence-Schwartz Associates	530.

Mr. Riley made a motion, seconded by Mrs. Meller, to retain Charles Grant Pedersen Architects for the sum of \$350. and to present their report concerning the library roof in person to the Board. The motion passed by a unanimous vote.

The sign reading "Bellwood Public Library" will be constructed upon the completion of the paving of Washington Blvd. Mr. Harris is getting quotations on the sign.

Mr. Harris is to contact architects to check on the feasibility of an elevator for the library, including the possibility of a shaft on the roof.

Communications: The Library Board received a request for the use of the Library meeting room from Mr. Greg Risberg of the Proviso Coordinating Council. The dates are from September 1, 1983, to June 7, 1984, from 9:00 a.m. to 11:30 a.m. for their monthly meeting. The request was granted.

Board Meeting Minutes
August 10, 1983
Page 4

Librarian's Report: Mr. Harris discussed the library's fall program, and presented a copy of Donna Harris's brochure and book mark pertaining to all the services offered at the library. The Board is greatly appreciative for a job well done.

Mr. Harris gave a progress report on the security service, which is functioning extremely well.

A motion was made by Mr. Hans, seconded by Mr. Lyons, to hire a full time clerk for the children's room. The motion passed by a unanimous vote.

Announcements: The next regular meeting of the Board of Directors of the Bellwood Public Library will be held September 14, 1983, in the library meeting room at 8:00 p.m.

Adjournment: There being no further business, Mr. Hans 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 10:18 p.m.

K.C.

APPROVED, 8/23/83

Bina Meller, Recording Secretary