

BELLWOOD PUBLIC LIBRARY

600 Bohland Avenue

Bellwood, Illinois 60104

LI 7-7393

BOARD MEETING

AGENDA

January 11, 1984

1. Call to order
2. Roll call
3. Public comment
4. Review and/or revision of agenda as appropriate
5. Reading of minutes, December 14, 1983
6. Finance Committee Report
 - a. Treasurer's report, December, 1983
 - b. Comparative statement, December, 1983
 - c. Reports of bills # 362 and # 362-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

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BOARD MEETING

MINUTES

January 11, 1984

In the absence of the President and Vice President, the four Board members in attendance held an election for the office of President Pro Tem for this meeting. Mr. Hans made a motion, seconded by Mrs. Sabel, to nominate Mr. Lyons as President Pro Tem. The motion was approved by a unanimous agreement.

The regular monthly meeting of the Board of Directors of the Bellwood Public Library was called to order at 8:00 p.m. by President Pro Tem Mr. Lyons in the library meeting room.

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

Public Comment: None

Review and/or Revision of Agenda as Appropriate: Mr. Lyons asked the Board to review and/or revise the Agenda as appropriate. The Agenda was accepted as written, by a unanimous agreement.

Minutes: The minutes of the December 14, 1983, Board meeting were approved as received. A motion was made by Mr. Hans, seconded by Mrs. Meller, to accept and place on file the minutes of the December 14, 1983, Board meeting. The motion carried by a unanimous vote.

Finance Committee Report:

A. Treasurer's Report for December, 1983: The Treasurer's Report for December, 1983, was read by Mrs. Sabel. A motion was made by Mr. Hans, seconded by Mrs. Sabel, to approve and place on file the Treasurer's Report for December, 1983. A roll call vote was taken:
AYES: 4: Mr. Hans, Mrs. Sabel, Mrs. Meller, Mr. Lyons
NAYES: 0
ABSENT: 3: Mr. Riley, Dr. Fletcher, Mrs. Clifford
The motion carried by a unanimous vote.

B. Comparative Statement for December, 1983: The Comparative Statement for December, 1983, was read by Mrs. Sabel. A motion was made by Mrs. Meller, seconded by Mr. Lyons, to approve and place on file the Comparative Statement for December, 1983. A roll call vote was taken:

AYES: 4: Mrs. Sabel, Mr. Hans, Mrs. Meller, Mr. Lyons
NAYES: 0
ABSENT: 3: Mr. Riley, Dr. Fletcher, Mrs. Clifford
The motion carried by a unanimous vote.

C. Reports of Bills # 362 and # 362-A: The Finance Committee submitted the following reports of bills, copies of which are included as part of these minutes:

362 in the amount of \$20,108.22

362-A in the amount of \$11,651.07

A motion was made by Mrs. Sabel, seconded by Mr. Hans, that the bills # 362 and # 362-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: 4: Mr. Hans, Mrs. Sabel, Mrs. Meller, Mr. Lyons
NAYES: 0
ABSENT: 3: Mr. Riley, Dr. Fletcher, Mrs. Clifford
The motion carried by a unanimous vote.

D. Transfer of Funds: A motion was made by Mr. Lyons, seconded by Mrs. Meller, to transfer \$30,000. from the York State Bank to the Bank of Hillside checking account. A roll call vote was taken:

AYES: 4: Mr. Hans, Mrs. Sabel, Mrs. Meller, Mr. Lyons
NAYES: 0
ABSENT: 3: Mr. Riley, Dr. Fletcher, Mrs. Clifford
The motion carried by a unanimous 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 January 16, 1984, for \$100,000.

Maywood-Proviso State Bank, maturing January 19, 1984, for \$100,000.

Bank of Commerce, maturing January 16, 1984, for \$100,000.

A roll call vote was taken:

AYES: 4: Mr. Hans, Mrs. Sabel, Mrs. Meller, Mr. Lyons
NAYES: 0
ABSENT: 3: Mr. Riley, Dr. Fletcher, Mrs. Clifford
The motion carried by a unanimous vote.

Other Committee Reports:

A. Administration Committee: None

B. Building and Grounds Committee: A motion was made by Mrs. Meller, seconded by Mr. Lyons, that we direct Mr. Charles Grant Peder- sen, architect, to develop specifications for bidding of epoxy terrazzo and vinyl asbestos flooring material for the workroom and lobby, requesting quotations from at least three flooring instal- lers. The work is to be completed as soon as possible.
A roll call vote was taken:

AYES: 4: Mr. Hans, Mrs. Sabel, Mrs. Meller, Mr. Lyons
NAYES: 0
ABSENT: 3: Mr. Riley, Dr. Fletcher, Mrs. Clifford
The motion carried by a unanimous vote.

Mrs. Meller made a motion, seconded by Mr. Hans, to enter into an agreement with the architectural firm of Charles Grant Pedersen & Associates of Hillside, Illinois, for architectural services required for the expansion of the children's library.

This project shall include an addition to the present children's library extending southward to the north edge of the existing sidewalk, the installation of an hydraulic elevator to serve the basement and first floor levels, general remodelling of the areas of the children's library adjacent to the new construction, and remodelling of basement spaces as required for the elevator installation.

The architect is directed to forward a contract for architectural services to Mr. Harris, Head Librarian, for review and execution by the Library Board.

It is acknowledged by the owner and the architect that the probable project cost for this work, as outlined in the architect's letter of January 4, 1984, is \$143,500.

It is the desire of the Library Board that the architect begin work on this project as soon as possible in order to allow construction to begin in the spring of 1984.

A roll call vote was taken:

AYES: 4: Mr. Hans, Mrs. Sabel, Mrs. Meller, Mr. Lyons
NAYES: 0
ABSENT: 3: Mr. Riley, Dr. Fletcher, Mrs. Clifford
The motion carried by a unanimous vote.

A motion was made by Mr. Hans, seconded by Mrs. Sabel, that upon receipt of the contract for architectural services from Charles Grant Pedersen & Associates, the contract be given to John Jurgensmeyer, attorney, for review before signing by the Library Board President. A roll call vote was taken:

AYES: 4: Mr. Hans, Mrs. Sabel, Mrs. Meller, Mr. Lyons
NAYES: 0
ABSENT: 3: Mr. Riley, Dr. Fletcher, Mrs. Clifford
The motion carried by a unanimous vote.

Communications: Mr. Harris received a letter from Mayor Sigel Davis concerning the third "Bellwood All-Village Conference" on February 18, 1984. There is a great need for your representation, to make the Conference work. Registration materials are forthcoming along with time and place.

Librarian's Report: Mr. Harris reported on the following:

- A. Adult Programming: "Small Maintenance and Repair Skills for the Home", March 1, 1984, at 7:30 p.m. by Mr. Herb Fruhwirth, Housing Specialist Advisor with the University of Illinois Cooperative Extension Service.
- B. Great Books Discussion Group will meet twice a month. The group leader, Vince Coppola, teacher at Triton, will conduct the group. The dates and time will be announced at a later date.
- C. Mr. Harris also reported on plans for Triton classes; the library and Triton will both be taking registrations for the classes.
- D. Program recommendations for the Children's Department were also announced. A list of these ideas, which were approved by unanimous agreement, is included with these minutes.
- E. Mr. Harris also gave a full report on the meeting he attended sponsored by the Cook County Council of Governments, at the Chicago Public Library Cultural Center, December 9, 1983. The subjects were the new Collective Bargaining Act and the Freedom of Information Act.

Old Business: None

New Business: None

Announcements: The next regular meeting of the Board of Directors of the Bellwood Public Library will be held February 1, 1984, in the library meeting room at 7:30 p.m.

Adjournment: There being no further business, Mr. Hans made a motion, seconded by Mrs. Sabel, to adjourn the meeting. The motion carried by a unanimous vote. Mr. Lyons declared the meeting adjourned at 10:30 p.m.

R.H.

APPROVED, 2/6/84

Bina A. Meller (Bina)

Bina Meller, Recording Secretary