

**Board of Trustees Meeting
December 11, 2007
7:00 P.M.**

1. Call to order—The meeting was called to order by President Kari Fickes at 7:28 P.M.
2. Pledge of allegiance
3. Roll call—The following trustees were present: David Clark, Stephanie Daujatas, Kari Fickes, and Phillip Lukacek.
Peggy Gardner, Ann Glynn and Colleen McElroy were absent with prior notification.
Also present: Administrative Librarian Carol Hall
4. Motion to establish Consent Agenda—Motion to establish Consent Agenda including items A, B, C, D, E, G, and H by Phillip Lukacek, seconded by Kari Fickes. Item F will be considered at the January meeting.
 - A. Approve minutes of November 13th Technology Committee Meeting
 - B. Approve minutes of November 13th Regular Board Meeting
 - C. Approve minutes of November 21st Building & Grounds Committee Meeting
 - D. Approve Minutes of November 28th Finance Committee Meeting
 - E. Approve minutes of November 28th Special Meeting
 - ~~F. Approve minutes of December 8th Marketing Committee Meeting~~
 - G. Approve Treasurer's Report

Balance, November 1, 2007	\$814,457.34
Revenues	146,262.84
Expenditures	56,292.37
Balance, November 31, 2007	\$904,427.81
 - H. Approve payment of monthly bills in the amount of \$88,261.42
Yes: David Clark, Stephanie Daujatas, Kari Fickes, and Phillip Lukacek.
No: None
5. Motion to approve Consent Agenda with the stated changes made by Phil, seconded by Stephanie.
Yes: David Clark, Stephanie Daujatas, Kari Fickes, and Phillip Lukacek.
No: None
6. Public Comment—None present
7. Communications
 - 2008 regular board meeting dates

- I/FAX report
- Consumer Reports article regarding gift cards
- Thank you from American Asphalt Co.
- Letter from The Illinois Funds regarding safety of Illinois Funds investments
- Flyer regarding workshop for trustees
- G & M Concrete proposal (approved by Building & Grounds)
- Blade Runner Lawn Care proposal for fall clean-up (approved by Building & Grounds)
- Copy of Smoke-Free Illinois Act
- Memo from Phil Lenzini to MLS libraries re: Smoke Free Illinois Act
- Letter from Village of Worth regarding opportunities to support Worth Days
- Thank you card from library staff

8. Librarian's Report

- Saturdays in March available for Open House proposed by Marketing Committee are March 1, 8, or 22.
- Ruth Faklis won the IMRF Trustee election.
- Debbie O'Leary reported that she arrived at work on more than one occasion to find a man (believed to be homeless) sleeping on the sidewalk in front of the building entry. I later learned that the man also tends to have a 30-pack of beer or other alcoholic beverages among his belongings; John spoke to the police department, and the man has not been found on the doorstep since last Thursday.
- Respondents to the Trinity Christian report seemed to be most frustrated and/or annoyed by the inability to reach blocked websites and by the homeless who sleep in the library.

9. President's Report – Carlo from the Worth Park District offered the Terrace Center Gym for the fund raising dances. Colleen will check with the Park District on available dates and check out available DJs that might donate their services.

A thank-you card was given by the staff for the gifts given by the Library.

Village President Ed Guzdziol mentioned to Kari Fickes that a business owner is looking to open a new bar in the vacant property neighboring the library; the new bar would cater to an older crowd.

10. Committee Reports

A. Policy & Personnel Committee

- i. Quiet Study Room Policy—The committee reviewed the policy and recommends combining rules two and six to then read “The room is available to patrons of high school age with proper identification or older patrons who require a quiet atmosphere” and to correct typographical errors. Motion to accept the recommendation by Stephanie Daujatas, and seconded by Kari Fickes.

Yes: David Clark, Stephanie Daujatas, Kari Fickes, Phil Lukacek.

No: None

- ii. Fines and Fees Policy—The committee recommends raising the 5 cent per day fines to 10 cents per day. Motion to accept the recommendation made by Stephanie Daujatas seconded by Kari Fickes.

Yes: David Clark, Stephanie Daujatas, Kari Fickes, Phil Lukacek.

No: None

- iii. Smoke-Free Illinois Act—The committee recommends the following actions be taken to be in compliance: signs posted on the entryway door; ash tray at entrance door removed. Motion to accept the committee's recommendation by Stephanie Daujatas, seconded by Kari Fickes.

Yes: David Clark, Stephanie Daujatas, Kari Fickes, Phil Lukacek.

No: None

B. Building & Grounds Committee

- i. Parking lot – No problems so far, rebar was put into parking blocks that were not covered by snow.
- ii. Fence – The contractor required a longer time than anticipated to install the fence due to hard digging conditions; he requested an additional fee due to the extra hours of work. The Building and Grounds Committee did not recommend approving any fee above that on the accepted proposal, and no additional amount was paid.
- iii. Bicycle Rack and dumpster pad—waiting for update from G & M Concrete.
- iv. Building improvements – The committee recommends contacting BCA Architects when an updated estimate of expenses is determined.
- v. Additional building & grounds issues—None at this time.

C. Finance Committee—Tax levy was approved at November 28th Special Meeting. Carol will file the levy document with Cook County Clerk's office by December 24th.

D. Technology Committee

- i. Library firewall—waiting update on delivery of SonicWall
 - ii. Wireless network – Phil needs to do the wireless survey but nothing can move forward until we receive the new firewall.
 - iii. Network filtering – Carol was instructed to contact Illinois Century Network to get the new filtering in place and to look into removing the old filtering software.
 - iv. Additional technology issues – Phil went over proposed federal legislation regarding wireless Internet.
- E. Marketing/Publicity Committee—Trustees present at the regular board meeting did not wish to schedule an Open House at this time.
- i. Fundraising—Waiting to schedule sock hops.
 - ii. Publicity—Motion to approve placement of Christmas and New Year’s greeting ads in *The Reporter* at a cost of 230.52 made by Kari Fickes, seconded by Dave Clark.
Yes: Dave Clark, Stephanie Daujatas, Kari Fickes, Phil Lukacek.
No: None

11. Unfinished Business

12. New business

- A. Approve schedule of 2008 regular board meetings—Motion to approve the proposed schedule by Kari Fickes, seconded by Dave Clark.
Yes: All
No: None
- B. Semi-annual review of closed session minutes— The minutes were reviewed and motion was made by Kari Fickes not to release any minutes of executive sessions; motion seconded by Stephanie Daujatas.
Yes: All
No: None

13. Set dates for committee meetings—None set at this time.

15. Public comment—None present.

16. Adjournment—Motion to adjourn the meeting at 8:50 P.M. by Kari Fickes, seconded by Stephanie Daujatas.

Yes: All
No: None

Phillip Lukacek, Secretary

Kari Fickes, President