

**Board of Trustees Meeting**  
**Held at the Worth Park District's Terrace Center**  
**115<sup>th</sup> St. & Beloit Ave.**  
**August 11, 2009**  
**7:00 P.M.**

1. Call to order—The meeting was called to order by President Kari Fickes at 7:09 P.M. in room 106 of the Worth Park District's Terrace Center.
2. Pledge of allegiance
3. Roll call—The following trustees were present: Stephanie Daujatas, Kari Fickes, Ann Glynn, Kathryn Koloze, Karen Miller, and Tom Miller.  
Phillip Lukacek was absent with prior notification.  
Also present: Ronald McGrath from Tria Architecture, Administrative Librarian Carol Hall, Abby Koloze, and Mary Jane Koloze.
4. Oath of Office for new trustees—Secretary Ann Glynn administered the Oath of Office to Kathryn Koloze and Karen Miller.
5. Committee appointments—President Kari Fickes made the following committee appointments:

Committee	Chairman	Co-Chairman	Member
Finance	Stephanie Daujatas	Karen Miller	Ann Glynn
Technology	Phillip Lukacek	Tom Miller	Katie Koloze
Policy & Personnel	Ann Glynn	Karen Miller	Stephanie Daujatas
Building & Grounds	Stephanie Daujatas	Phillip Lukacek	Karen Miller
Marketing	Ann Glynn	Stephanie Daujatas	Tom Miller
Ethics	Kari Fickes	Tom Miller	Katie Koloze

6. Motion to establish Consent Agenda—Motion to establish the Consent Agenda including items A, B, C, D, E, and F by Tom Miller, seconded by Stephanie Daujatas.

Yes: Stephanie Daujatas, Kari Fickes, Ann Glynn, Kathryn Koloze, Karen Miller, and Tom Miller

No: None

- A. Approve minutes of July 14 Regular Board Meeting
- B. Approve minutes of July 21 Special Meeting
- C. Approve minutes of July 21 Executive Session
- D. Approve minutes of July 24 Pre-Construction Meeting
- E. Approve Treasurer's Report

Balance June 1, 2009	\$1,087,119.91
Revenues	7,599.99
Expenditures	83,513.90
Balance June 30, 2009	\$1,011,206.00

- F. Approve payment of monthly bills in the amount of \$5,300.96

7. Motion to approve Consent Agenda—Motion to approve the Consent Agenda by Ann Glynn seconded by Stephanie Daujatas.

Yes: Stephanie Daujatas, Kari Fickes, Ann Glynn, and Tom Miller.

No: None

Present: Kathryn Koloze and Karen Miller

8. Public Comment - None

9. Communications

- Field report from Tria Architecture
- Copy of our Back to School ad from *Worth Reporter*
- The front page article in the *Worth Reporter* on the Library construction was mentioned. Also, a reporter came out this week to document the progress.
- Letter from MLS regarding Macy's Museum Adventure Pass Program
- Proposal from Micro-Eye regarding upgrade to alarm system. The board will defer consideration on the proposal until after the renovation.

10. Librarian's Report

- Our Fiscal Year 2009 per capita grant in the amount of \$13,364.66 was deposited July 11<sup>th</sup>.
- Kari Fickes agreed to add her name to the alarm calling list.
- ILA reported changes in the Open Meetings Act, but Carol hasn't had time to read the full act, and has not received a summary from any source.
- We are still receiving materials on hold; this was not expected. Laura has been notifying patrons and taking the materials personally to either Palos Heights or Chicago Ridge.

- Our storage facility is getting full. We can still fit more in, but if we need to access materials, we cannot fit in much more.
- The next election of library trustees is in 2011. There were three full, six-year terms elected in 2005; Phil Lukacek, Brent Woods, and Brenda McDevitt were elected. There will be three full six-year terms and the remaining two years of Dave Clark’s term to be elected in 2011.
- Carol received word from MLS that the Bobby Rush grant application has been received, but there is no official notification that it has been awarded. We are advised not to spend money on grant activities until we receive official notification of the award.
- Carol gave each trustee a copy of the new edition of *Serving Our Public 2.0 : Standards for Public Libraries*. Trustees are required to review Chapter 8, “Public Services: Reference and Reader’s Advisory Services” for the fiscal year 2010 per capita grant.

Kari Fickes made a motion to move the President’s report to after the renovation update. The motion was seconded by Stephanie Daujatas. The motion carried on a voice vote.

## 11. Committee Reports

### A. Building & Grounds Committee

- i. Ron McGrath presented an interior renovations progress report – All demolition is done, carpet removal is done, walls are framed, 50% of drywall is up, the door to administration offices has been moved, and the old circulation desk is gone. Things are moving along well. Framing started on Friday, August 7<sup>th</sup>.
- ii. Approve interior renovations changes/revisions - Ron passed out a modification log – to keep track of changes. Changes would include replacing light fixtures, ceiling tiles, using Interface (rather than Tandus) carpet tiles and some additional interior painting. Additionally, plumbing issues have also come up including replacing the water heater in the administration area, replacing the backflow valve, replacing the women’s room water closet, and the underslab waste pipe in the staff washroom. Ron has requested estimates from the general contractor for each of these repairs.
- iii. We discussed setting up a tentative interim meeting before the September board meeting to hear from the architect on the progress of the renovation. Carol will look into reserving a room at the Park District and will let us know when it is scheduled. August 20<sup>th</sup> is the preferred date for an interim meeting.

B. Technology Committee—No report at this time.

C. Marketing/Publicity Committee

- i. Worth Days participation – We will check with the contractor to see if we can use their truck for the parade. We will get candy, and some staff and some trustees can walk in the parade with their families.
- ii. Reopening celebration—We need to be thinking about a celebration of the renovation’s completion; it was suggested that a date in February might be appropriate.

D. Policy & Personnel Committee—Laura is researching the Family Block policies used at other libraries.

12. President’s Report - Thank you to the Library staff for all they did in such a short time and to the staff that used their own vehicles to bring things to storage. That level of commitment is priceless. Thank you to Tria Architecture – Ron has been great. Welcome to our new board members Katy and Karen.

13. Unfinished Business

14. New business – Tom Miller suggested that we create an informational packet on the library that could be included with handouts distributed by realtors and the Welcome Wagon.

15. Set dates for committee meetings—None set at this time due to lack of meeting space.

16. Public comment

17. Adjournment - Motion to adjourn by 8:29 P.M. by Kari Fickes, seconded by Tom Miller. The motion carried, and the meeting adjourned.

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Ann Glynn, Secretary

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Kari Fickes, President