

**Board of Trustees Meeting  
December 8, 2009  
7:00 P.M.**

1. Call to order—The meeting was called to order by President Kari Fickes at 7:12 P.M.
2. Pledge of allegiance
3. Roll call—The following trustees were present: Stephanie Daujatas, Kari Fickes, Ann Glynn, Kathryn Koloze, Phillip Lukacek, Karen Miller, and Tom Miller.
4. Motion to establish Consent Agenda—Motion to establish the Consent Agenda including items A, B, C, and D by Tom Miller, seconded by Ann Glynn.  
Yes: Stephanie Daujatas, Kari Fickes, Ann Glynn, Kathryn Koloze, Phillip Lukacek, Karen Miller, and Tom Miller.  
No: None
  - A. Approve minutes of November 10th Regular Board Meeting
  - B. Approve minutes of November 24<sup>th</sup> Special Meeting
  - C. Approve Treasurer’s Report

Balance, November 1, 2009	\$559,688.81
Revenues	122,530.71
Expenditures	69,264.54
Balance, November 30, 2009	\$612,954.98
  - D. Approve payment of monthly bills in the amount of \$14,410.57
5. Motion to approve Consent Agenda—Motion to approve the Consent Agenda by Stephanie Daujatas, seconded by Tom Miller  
Yes: Stephanie Daujatas, Kari Fickes, Ann Glynn, Kathryn Koloze, Phillip Lukacek, Karen Miller, and Tom Miller  
No: None
6. Public Comment - None
7. Communications
  - Schedule of Worth Public Library District Board meetings for 2010
  - Flyer regarding Dec. 5<sup>th</sup> Adult program
  - Letter from Klein, Thorpe & Jenkins regarding 2010 schedule of legal fees
  - Invitation to Worth Park District’s annual tree lighting
  - I/FAX report for October/November 2009
  - 2010 Application form for Fraternal Order of Police, Worth Lodge No. 143
  - Brochure and application to join Government Finance Officers Association
  - Letter from Illinois State Treasurer regarding wire transfer agreement
  - Flyer regarding Christmas and New Year’s ads in *The Reporter*. Cost to place both ads is \$235.08.

## 8. Librarian's Report

- Carol stated that The Illinois Funds would like us to add a second person to be authorized to make wire transfers. It was decided that Karen Miller will be added.
- CCTV upgrade –The new cameras look great, and we should consider upgrading the rest.
- Fire Drill – The Fire Protection District suggested we have a fire drill as well as adding our address numbers to the building. The board thought it was a good idea to do a fire drill, and we are waiting for a suggestion from the Fire Department on where to put numbers.
- Entry Carpets – new proposal is here but may use something internally for tonight since there is inclement weather.
- Cleaning company contracts were discussed.
- Grand Opening - holding during National Library Week was mentioned.

## 9. President's Report – Ron and Kari will be meeting to go through final details before we make final payment to the general contractor.

## 10. Committee Reports

### A. Building & Grounds Committee

- i. Interior renovations progress report
  - A representative from George Allen Construction was here on Monday to confirm shelf and bracket measurements.
  - Kari gave Carol the names of office furnishings representatives.
- ii. Cleaning Service proposals
  - Work by our current provider is somewhat improved. Carol had proposals from two other companies.
  - Stephanie Daujatas made a motion to accept Imperial Cleaning Services proposal, seconded by Phil Lukacek.  
Yes: Stephanie Daujatas, Kari Fickes, Ann Glynn, Kathryn Koloze, Phillip Lukacek, Karen Miller, and Tom Miller  
No: None

### B. Technology Committee—Phil reported that

- i. Wireless Network Proposal– Versatile Computing recommends we use 3 access points. Phil Lukacek made a motion to approved Proposal #1 from Versatile Computer for \$5690.62. Seconded by Kari Fickes.  
Yes: Stephanie Daujatas, Kari Fickes, Ann Glynn, Kathryn Koloze, Phillip Lukacek, Karen Miller, and Tom Miller  
No: None

- ii. SonicWall filtering and/or virus protection proposal (possible action item) Motion to accept item #1 of the proposal from Versatile Computers for Sonic Wall filtering for \$854.51. Seconded by Stephanie.  
Yes: Stephanie Daujatas, Kari Fickes, Ann Glynn, Kathryn Koloze, Phillip Lukacek, Karen Miller, and Tom Miller  
No: None
- iii. Network Server Proposal– Phil recommends not going with this proposal at this time.

C. Marketing/Publicity Committee

- i. Grand Opening Celebration – will host during National Library Week (April 11-17) – April 17<sup>th</sup>
- ii. Logo design for grand opening—to be discussed at next committee meeting.

D. Policy & Personnel Committee

11. Unfinished Business

- Kari made the motion to buy the reporter ads for Christmas and New Year’s for \$235.08. The motion was seconded by Karen Miller.  
Yes: Stephanie Daujatas, Kari Fickes, Ann Glynn, Kathryn Koloze, Phillip Lukacek, Karen Miller, and Tom Miller  
No: None

12. New business

- A. Bi-annual review of closed session minutes – The board decided to keep the closed session minutes closed.
- B. Approve schedule of 2010 regular board meetings —Kari Fickes made the motion to approve the schedule of meetings for 2010. Seconded by Tom Miller. The motion was approved unanimously.
- C. Staff Christmas Gifts - Kari Fickes made the motion to approve the purchase of gift certificates for staff for Christmas for \$1194. Seconded by Stephanie Daujatas.  
Yes: Stephanie Daujatas, Kari Fickes, Ann Glynn, Kathryn Koloze, Phillip Lukacek, Karen Miller, and Tom Miller  
No: None

13. Set dates for committee meetings

- Marketing Committee meeting will be held at 6:00 P.M. on January 12<sup>th</sup> prior to our regular board meeting.

16. Public comment

17. Adjournment – Motion made to adjourn by Kari Fickes at 8:30 P.M. and seconded by Tom Miller. The motion carried.

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Ann Glynn, Secretary

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Kari Fickes, President