

Board of Trustees Meeting
March 9, 2010
7:00 P.M.

1. Call to order—the meeting was called to order by President Kari Fickes at 7:10 P.M.
2. Pledge of allegiance
3. Roll call—the following trustees were present: Stephanie Daujatas, Kari Fickes, Ann Glynn, Kathryn Koloze, and Phillip Lukacek. Karen Miller and Tom Miller were absent with prior notification.
Also present: Administrative Librarian Carol Hall
4. Motion to establish Consent Agenda—Motion to establish the Consent Agenda including items A, B, and C by Stephanie Daujatas and seconded by Katy Koloze.
Yes: Stephanie Daujatas, Kari Fickes, Ann Glynn, Kathryn Koloze, and Phillip Lukacek
No: None
 - A. Approve minutes of February 9th Regular Board Meeting
 - B. Approve Treasurer’s Report

Balance February 1, 2010	\$706,220.00
Revenues	61,616.85
Expenditures	55,116.05
Balance February 28, 2010	\$712,720.80
 - C. Approve payment of monthly bills in the amount of \$20,264.03
5. Motion to approve Consent Agenda—Motion to approve the Consent Agenda by Kathryn Koloze, seconded by Ann Glynn
Yes: Stephanie Daujatas, Kari Fickes, Ann Glynn, Kathryn Koloze, and Phillip Lukacek
No: None
6. Public Comment - Katy wanted to thank Carol and her daughter for judging the poster contest. Stephanie wanted to thank the Library staff and board for sending flowers after her surgery.
7. Communications
 - Audit proposal from O’Neill & Gaspardo
 - I/FAX Report from The Illinois Funds
 - Furnishings proposal from Buckstaff
 - Meeting room chairs proposal from Martin-Whalen
 - Flyer regarding opportunity to advertise in Village newsletter
 - Flyer regarding opportunity to be a Worth Days exhibitor

- Flyer regarding opportunity to advertise in special section celebrating *The Reporter Newspaper's* 50th anniversary
8. Librarian's Report
 - We passed our Spring elevator inspection.
 - We are waiting to hear from Census representatives regarding meeting room use.
 - Trustees should remember to watch their mail for Economic Interest Statements. You are legally required to file your statement with the Cook County Clerk's office.
 9. President's Report – Katy and Kari will be taking the online Open Meetings Act training.
10. Committee Reports
 - A. Building & Grounds Committee
 - Library representatives, along with Ron from Tria Architecture, will do a presentation on library renovation on a budget at the ILA conference in September.
 - We would like to do a Spring clean up, and we'll request a proposal from Tandem Landscaping.
 - Snow plowers again damaged the sod which they replaced this fall. Kari will call Pete's Lawn Care.
 - We have several furnishings items that are no longer needed or will no longer be needed when furnishings arrive in May. These will be offered to the Village, Schools or Park District. If they don't want them, we will need to sell or dispose of them.
 - B. Technology Committee
 - i. WiFi Update—No complaints so far.
 - ii. Bobby Rush Grant—We can now work on our current grant; we need to select a charging/storage cart and decide where to put it.
 - C. Marketing/Publicity Committee
 - i. Grand Opening Celebration will take place on Sunday, May 23rd. We will put the date on the Library and the Village calendar.
 - ii. Library Logo – We need to get updated logos from the designer.
 - iii. Giveaway for Grand Opening – We will do the bookmark and tote bag. Will need to decide on the logo.
 - D. Policy & Personnel Committee

- i. Freedom of Information Act Policy—Carol presented a policy draft for consideration.
- ii. Policy Review Schedule—Carol is working on a tentative review schedule for the committee’s consideration.

11. Unfinished Business

- A. Phase A Furnishings proposal - Motion to approve Buckstaff’s Phase A Furnishings proposal in the amount of \$11,777.97 by Phil Lucacek and seconded by Stephanie Daujatas.
Yes: Stephanie Daujatas, Kari Fickes, Ann Glynn, Kathryn Koloze, and Phillip Lukacek
No: None
- B. Phase B Furnishings proposal - Motion to approve Buckstaff’s Phase B Furnishings proposal in the amount of \$1,359.68 by Kari Fickes and seconded by Ann Glynn
Yes: Stephanie Daujatas, Kari Fickes, Ann Glynn, Kathryn Koloze, and Phillip Lukacek
No: None
- C. Meeting Room Chairs proposal - Trustees reviewed the additional information requested concerning meeting room chairs and carts for the chairs. Motion to approve the purchase 14 sets of chairs, installation and delivery for \$3492.72 and two carts with delivery for \$435 for a grand total of \$3,927.72 by Kari Fickes and seconded by Katy Koloze.
Yes: Stephanie Daujatas, Kari Fickes, Ann Glynn, Kathryn Koloze, and Phillip Lukacek
No: None

12. New business

- A. Audit proposal-- Motion to approve the audit proposal from O’Neill & Gaspardo by Kari Fickes and seconded by Katy Koloze.
Yes: Stephanie Daujatas, Kari Fickes, Ann Glynn, Kathryn Koloze, and Phillip Lukacek
No: None

13. Set dates for committee meetings - None at this time

14. Public comment – None at this time

15. Adjournment—Motion to adjourn the meeting at 9:10 by Phil Lukacek, seconded by Stephanie Daujatas. The motion carried.

Ann Glynn, Secretary

Kari Fickes, President