

Board of Trustees Meeting
May 10, 2011
7 P.M.

1. Call to order--The meeting was called to order by President Kari Fickes at 7:11 P.M.
2. Roll call--The following trustees were present: Stephanie Daujatas, Kari Fickes, Kathryn Koloze, Phillip Lukacek, and Karen Miller. Ann Glynn and Tom Miller were absent with prior notification.
Also present: Carol Hall, Kevin Ryan, and Sue Evenwel.
3. Pledge of allegiance
4. Motion to establish Consent Agenda--Motion to establish the Consent Agenda including items A, B, C, D, and E by Stephanie Daujatas, seconded by Kathryn Koloze.
Yes: Stephanie Daujatas, Kari Fickes, Kathryn Koloze, Phillip Lukacek, and Karen Miller.
No: None
 - A. Approve minutes of April 12, 2011 Special Meeting
 - B. Approve minutes of April 12, 2011 Regular Board Meeting
 - C. Approve minutes of April 12, 2011 Executive Sessions
 - D. Approve Treasurer's Report

Balance, April 1, 2011	\$780,817.33
Revenues	180,810.15
Expenses	54,885.01
Balance, April 30, 2011	\$906,742.01
 - E. Approve Payment of Monthly Bills in the amount of \$34,585.87
5. Motion to approve Consent Agenda--Motion to approve the Consent Agenda by Stephanie Daujatas, seconded by Kathryn Koloze.
Yes: Stephanie Daujatas, Kari Fickes, Kathryn Koloze, Phillip Lukacek, and Karen Miller.
No: None
6. Public Comment – Kevin Ryan reintroduced himself, and said he was excited to be here.
7. Communications
 - Letter from Marrs-Meyer American Legion Auxiliary requesting Poppy Day donation. The library will donate \$50 as we did last year.
 - Letter from Cathy Belenske requesting donations for Relay for Life.
 - Flyer from Dominican University regarding Orientation for New Public Library Trustees workshop. Trustees will notify Carol if they wish to attend.
 - Illinois Snapshot Day survey summary

8. Librarian's Report--Additions to report
 - The Youth Services assistant position was offered to Brittany Schleyer, and she has accepted. We are now accepting applicants for the clerk's position.
 - The technician who services our elevator will be dropping off documents tomorrow; hopefully these will satisfy the inspector.
 - Staff observed that we may need a cigarette receptacle to keep people from leaving cigarette butts in plant containers and landscaping. Carol will order a receptacle.
 - The staff networked color printer will not print from the manual feed tray; this is used frequently for printing labels, signs, and miscellaneous size papers. The printer is six years old, and has given us good service. Should we repair this printer or replace it? Board recommends repair.
 - The total of our tax distributions is significantly lower than for a similar period last year. I am cautiously optimistic that we will receive some additional distributions before the end of our fiscal year.
 - Our library video has been viewed 931 times since it was posted; there are 37 logged geocache searches; and 301 people like our Facebook page.

9. President's Report – Thank you to all of the staff, volunteers, and board members who have made my 12 years of service so enjoyable. Special thanks to Carol, to my parents who inspired me, Bruce LeBeau, Dave Clark, and the rest of the people who have taught me, inspired me, and helped me along the way. Good luck!

10. Committee Reports
 - A. Policy & Personnel
 1. Approve Disaster Plan--Motion to approve the revised Disaster Plan by Kathryn Koloze, seconded by Kari Fickes.
Yes: Stephanie Daujatas, Kari Fickes, Kathryn Koloze, Phillip Lukacek, and Karen Miller.
No: None

 2. Review Laptop Lending Policy--We need to add a label to the laptops acknowledging Congressman Rush and the source of the grant money. In order to track monthly usage, the laptops will need a barcode. Staff also would like to link the barcode to a loan rule. The SWAN employee who would normally help us with loan rules was among the employees let go during restructuring so it is a little more challenging without her input.

 - B. Marketing/Public Relations Committee
 1. Approve Giving Tree applications--No new applications.

 2. Summer Fun special section – Motion to approve an ad for the Summer Fun section of the Worth Reporter not to exceed \$250.00 made by Kari Fickes, second it by Phillip Lukacek.

Yes: Stephanie Daujatas, Kathryn Koloze, Phillip Lukacek, and Karen Miller.

No: None

C. Technology Committee

1. Approve replacement of three staff computers--Motion to approve the purchase of three staff computers in an amount not to exceed \$3600 by Kari Fickes, seconded by Phillip Lukacek

Yes: Stephanie Daujatas, Kari Fickes, Kathryn Koloze, Phillip Lukacek, and Karen Miller.

No: None

2. Approve participation in SWAN group database purchase

Motion by Kari Fickes

Second by Karen Miller

Yes: Kari Fickes, Karen Miller, Kathryn Koloze, Phillip Lukacek

No: Stephanie Daujatas

D. Building & Grounds Committee

1. Spring Cleanup Proposal – Need Proposal

E. Finance Committee - None

11. Unfinished Business

A. Approve Resolution #2011-2 A Resolution Approving the Destruction of Certain Closed Session Audiotapes of the Worth Public Library District--Motion by Kari Fickes, seconded by Phillip Lukacek to approve Resolution #2011 - 2.

Yes: Stephanie Daujatas, Kari Fickes, Kathryn Koloze, Phillip Lukacek, and Karen Miller.

No: None

12. New Business

A. Designation of Open Meetings Act trainees--The following trustees are designated: Kathryn Koloze, Karen Miller.

B. Update Alarm Calling List--The following will comprise the Alarm Calling List: Debbie O’Leary, Phillip Lukacek, Dan Braun, Stephanie Daujatas, Carol Hall.

C. Approve agreement for group database purchase—Already Approved.

D. Approve Non-resident card ordinance--Motion to approve Ordinance #2011-5, an Ordinance Authorizing Non-Resident Cards" with fee of \$160 by Kari Fickes, seconded by Stephanie Daujatas

Yes: Stephanie Daujatas, Kari Fickes, Kathryn Koloze, Phillip Lukacek, and Karen Miller.

No: None

- E. Appointments to fill Board vacancies--Motion to appoint Phillip Lukacek and Kevin Ryan to fill Board vacancies by Kari Fickes, seconded by Stephanie Daujatas
Yes: Kari Fickes, Stephanie Daujatas, Kathryn Koloze, and Karen Miller.
No: None
Abstain: Phillip Lukacek
13. Set dates for committee meetings – None at this time.
14. Public comment - None
15. Adjournment--Motion to adjourn the meeting by Kari Fickes, seconded by Stephanie Daujatas
Yes: Stephanie Daujatas, Kari Fickes, Kathryn Koloze, Phillip Lukacek, and Karen Miller.
No: None

The motion carried, and the meeting adjourned at 8:33 P.M.

Secretary pro temp

President