

Board Meeting
March 13, 2018
7:00 P.M.

1. Call to order—The meeting was called to order by President Tom Miller at 7:01 P.M.
2. Roll call—The following trustees were present: Bahira Karim, Carol Looby, Wendy McCarthy, K. C. McKenna Schlee, Tom Miller, and Karen Regan. Ruth Anne Wheeler was absent with prior notification.
Also present: Administrative Librarian Carol Hall
3. Pledge of Allegiance
4. Motion to establish Consent Agenda—Motion to establish the consent agenda including items a, b, and c was made by Karen Regan and seconded by Carol Looby.
 - a. Approve minutes of February 13th Board meeting
 - b. Approve payment of monthly bills in the amount of \$32,406.69
 - c. Approve Treasurer’s Report

Balance February 1, 2018	\$1,032,693.41
Revenues	102,353.26
Expenditures	53,616.72
Balance, February 28, 2018	\$1,081,429.95

Yes: Bahira Karim, Carol Looby, Wendy McCarthy, K. C. McKenna Schlee, Tom Miller, and Karen Regan
No: None
5. Motion to approve Consent Agenda—Motion to approve the Consent Agenda was made by Tom Miller and seconded by Karen Regan.

Yes: Bahira Karim, Carol Looby, Wendy McCarthy, K. C. McKenna Schlee, Tom Miller, and Karen Regan
No: None
6. Communications
 - Report from Unique Management Services regarding cumulative recovery
 - Letter from Our Lady of the Ridge Knights of Columbus regarding opportunity to donate

- Proposal from KI for purchase, delivery, and installation of miscellaneous furnishings
- Proposal from BTS Solutions for replacement and maintenance of library's telephone system
- Flyer regarding upcoming LACONI Trustee Banquet
- Letter from Attorney General Lisa Madigan regarding settlement of LCD price-fixing lawsuit
- SWAN member libraries fee chart for FY 19
- Letter from Children's Museum in Oak Lawn regarding sponsorship opportunities for their Casino Night

7. Librarian's Report

- We are still waiting on the Per Capita Grant
- The Administrative Librarian contacted the library's attorney regarding acceptable accommodation for a patron.
- The IRS forms required by the Affordable Care Act were completed and submitted.
- Marcin believes he has found a way to block copyright infringement downloads. Hopefully it will work; we received notice today of an infringement on March 6th.

8. Public Comment—None present.

9. Committee Reports—None met this month.

10. Unfinished Business--None

11. New Business

- Approve proposal from Krueger International for purchase of miscellaneous furnishings for Youth Services Department and Meeting Room at a cost of \$9,253.48 was made by Karen Regan and seconded by Carol Looby.

Discussion: The proposal includes two staff task chairs, a desk for Youth Services Assistant, an OPAC table, two youth work tables, 11 youth chairs, a print release table, and six meeting room tables. Color and finishes are to be determined.

Yes: Bahira Karim, Carol Looby, Wendy McCarthy, K. C. McKenna Schlee, Tom Miller, and Karen Regan

No: None
- Approve proposal from Business Telephones Systems, Inc. for replacement of library's telephone system at a cost of \$3,430 was made by Karen Regan and seconded by Wendy McCarthy.

Discussion: The fee includes materials and labor needed for installation of seven telephones. A separate fee is needed for maintenance. This will replace the

existing system that is 16 years old and longer supported. Three lines will become VOIP lines; these will be bundled with the library's Comcast internet service for savings. The elevator phone will remain a land line at least until the elevator is upgraded.

Yes: Bahira Karim, Carol Looby, Wendy McCarthy, K. C. McKenna Schlee, Tom Miller, and Karen Regan

No: None

12. Set dates for committee meetings—The Policy and Personnel Committee will meet at 6:30 P.M. on April 10th to review the library's By-laws.

13. Public comment—None present.

14. Adjournment—Motion to adjourn the meeting was made by Karen Regan and seconded by Wendy McCarthy. The motion carried, and the meeting was adjourned at 8:15 P.M.

Wendy McCarthy_____

Tom Miler_____

Secretary

President