

Berwyn Public Library Board Meeting Minutes
October 17th, 2011 Regular Meeting
Library Board Room, Riverside Drive & Harlem Avenue

Call to order:

President Chrastka convened the meeting at 7:02 pm. Board members present Jill Bambenek, Jerry Pohlen, Cindy Hayes, Louis Sommese, Roxanne Faulds, Doris Remp, Maria Salinas and Director Tammy Clausen.

Agenda:

President Chrastka asked that the National Friends of Libraries Week presentation be moved to the top of the agenda. Director Clausen asked to add the open page position to the Director's Report. On a motion by Treasurer Sommese and seconded by Remp the board unanimously approved the amended agenda.

Minutes:

On a motion by Faulds and seconded by Treasurer Sommese the minutes of the September 19th, 2011 regular board meeting were unanimously approved. On a motion by Vice President Pohlen and seconded by Remp the minutes of the June 13th, 2011 regular board meeting were unanimously approved.

Open forum:

Phyllis Walden was invited to the table to discuss the National Friends of Libraries Week October 16th – October 22nd, 2011. She discussed the many activities that will be occurring including a trivia night sponsored by the Friends. She reported that the Friends will be more visible starting in January 2012 and will be sponsoring How To programs beginning with a program on decluttering. The Friends will also be focusing on less traditional ways of fundraising in an effort to make the Library more visible in the community. President Chrastka offered the board's help with the membership drive and read the proclamation for National Friends of Libraries Week. On a motion by Salinas and seconded by Treasurer Sommese the board unanimously approved Oct 16th – Oct 22nd, 2011 as National Friends of Libraries Week. President Chrastka discussed a letter that was received from Cook County and advised the board to disregard as the library is not part of a taxing district.

Directors report:

Director Tammy Clausen read a letter highlighting all the contributions made to the Berwyn Library this year by the Friends. She reported that the Per Capita grant was due but as she had not received the necessary financial information she was not able to completely fill it out. Director Clausen announced that the AV position was filled and asked for approval to fill the open 13 – 15 hours a week replacement page position. On a motion by Vice President Pohlen and seconded by Fauldes the board unanimously approved filling the position. Clausen outlined the document detailing the first year accomplishments of Ben Smogolski, IT Manager. Clausen also reported that the Technology Committee will meet in the new year and discussed the 2012 Library Planning Committee. Director Clausen reported that she will meet with the city Budget Committee in November to present the full budget. The audit of the Veverka account will be turned over to the Budget Committee. Clausen reported on meeting with an engineer to discuss reinforcing the second and first floors of the Library.

Standing Committee reports:

Finance Committee:

On successive motions by Treasurer Sommese and the board by unanimous roll call votes approved September payables in the amount of \$181,371.98. The Berwyn Public Library Foundation Fund balance is \$95,805.64 including the addition of a dividend check in the amount of \$160.08 deposited on October 16th, 2011.

Building and Grounds:

The chiller punch list is being worked on and Tony is being trained on the new software. The elevator company sent samples for the interior for Director Clausen to pick out.

Policy/Personnel Committee:

The committee did not meet.

Veverka Committee:

It was reported that the Veverka reception went very well and Vice President Pohlen reported on an email President Chrastka received from the Veverka family. President Chrastka read the library proclamation and resolution of thanks.

Old Business

New Business

The Berwyn Public Library Calendar for 2011-2012 was presented. On a motion by Hayes and seconded by Vice President Pohlen the board unanimously approved the 2011-2012 library calendar. The 2012 Budget Committee met prior to the board meeting and looked at the broad outlines of the budget.

Closed Session

The closed minutes review will take place at the November meeting.

Schedule of Committee Meetings

The Budget committee will meet at 6 pm on Wednesday November 9th, 2011.

The Policy/Personnel committee will meet on at 6 pm on Tuesday October 25th, 2011.

The Technology committee will meet in January 2012.

Adjournment

On a motion by Salinas and seconded by Vice President Pohlen the meeting was adjourned at 7:50 p.m.

Jill Bambenek, Secretary