

Berwyn Public Library Board Meeting Minutes
October 20th, 2014 Regular Meeting
Library Board Meeting, Riverside Drive and Harlem Ave

Call to Order:

Vice-President Jerry Pohlen called the meeting to order at 7:05pm. Board Members present: Jill Bambenek, John Chrastka, Erika Corona-Owens, Cindy Hayes, Augie Kalal, Richard Mondragon, Jerry Pholen, Maria Salinas, Director Tammy Clausen and interim Director Kathy Sexton. Absent: Alderman Nona Chapman.

Agenda:

On a motion by Bambenek and seconded by Salinas the Board approved the agenda.

Minutes: Minutes from August and September were presented and approved on a motion by Salinas and seconded by Kalal.

Directors Report:

A recap of Gail's dedication ceremony was shared. The event was well attended and the gift of the sculpture was much appreciated by Gail's family. Tammy reported that the Per Capita application has been completed and is ready for submission. On a motion by Hayes and seconded by Chrastka the Board approved the submission of the Per Capita application. The 2015 Berwyn Public Library calendar was presented and reviewed for approval. On a motion by Corona-Owens and seconded by Mondragon the Board approved the 2015 Berwyn Public Library calendar.

Finance Committee: Tammy Clausen and Augie Kalal met with the City's Financial Department on October 1st to discuss the 2015, Berwyn Public Library budget. Based on the discussion with the city, there is a potential deficit of approximately \$160,000.00. A greater discussion was had to be able to increase the revenue for the library in the coming year, keeping in mind the fact that the library would be losing Tammy Clausen as Director. It was noted that Tammy Clausen on average requested \$300K in grants while the Director of the library. As a result of the volume of grants written in the past by the outgoing director, it was suggested that the Board consider hiring an interim grant writer. Additionally, the suggestion was made to consider approaching the city about increasing the tax levy for the library, as the last time this was done was over 5 years ago. The Board suggested that Alderman Chapman be involved in the discussions with the mayor regarding the proposed budget for 2015. Ideally the Budget should be finalized by the next Board meeting in November. The noted Library Fund Balance as of September 30th is \$118, 207.39. On a motion by Salinas, seconded by Mondragon and the Board unanimous roll call vote, approved Septembers payables and payroll in the amount of \$139,601.26.

Building and grounds Committee: Tammy Clausen noted that Ryan Pabst and Evan Summers would be involved in the project and grant management of the upcoming space planning of the building. Tammy Clausen noted that not all of the money received through grant must be used on engineering of the plan. There are items that have already been ordered and are in house such as blue prints of the building. The contract for the snow removal for the library was decided on. The contract must done in two parts and the City Council must approve the contract in the end. On a motion by Chrastka and seconded by Kalal the Board approved the proposed vendor for the snow removal.

Policy/Personnel Committee: It was noted by Tammy Clausen that it was in the Board's best interest to consider the Librarian II position for posting. A posting for a Library Page was made. Chrastka made a motion to post the Library Page position and it was seconded by Bambenek. It was decided that the Library Director position be posted for 30 days and the hiring resume review committee would plan to meet on Monday, November 10th at 6pm.

Veverka Committee: Did not meet.

Technology Committee: Did not meet

Strategic Planning: The Committee: Did not meet

Adjournment: On a motion by Salinas, seconded by Corona-Owens the meeting was adjourned at 8:47pm