

Berwyn Public Library Board Meeting Minutes

March 21st, 2011 Regular Meeting

Library Board Room, Riverside Drive & Harlem Avenue

Call to order:

Vice President Pohlen convened the meeting at 7:05 p.m. Board members present: Jill Bambenek, Roxanne Faulds, Jerry Pohlen, Doris Remp, Louise Sommese and Director Tammy Clausen. President Chrastka arrived later. Board members absent: Cindy Hayes, Irene Martin and Maria Salinas. Staff present: Mary Frank and Kathy Berendt.

Agenda:

On a motion by Treasurer Sommese and seconded by Remp the board unanimously approved the agenda.

Minutes:

On a motion by Faulds and seconded by Remp the minutes of the February 22nd, 2011 regular board meeting were unanimously approved.

Open Forum:

The Library received a thank you cards from Mary Karasek for the get well flowers the library sent and from the Berwyn Development Corporation (BDC) in gratitude for using the Board Room and Computer Lab for their Facebook class.

Director's Report:

Director Clausen reported that new E-Rate forms are being filled out for Opt-E-Man a product to increase the strength of the Library's network. Director Clausen purchased more furniture for the Library from the Bolingbrook Public Library furniture sale as they had a new library building built. Clausen attended the District 98 education foundation meeting where \$500.00 was donated in memory of Mayor Thomas Shaughnessy. The Foundation also donated an Irish coffee table book that will be added to the collection. Director Clausen is working on partnering with Morton High School juniors for the Berwyn Reads Program. Director Clausen reported that the gardening club met to discuss plans for plantings around the Library. Quotes from plumbers are being gathered to find a remedy for the sinkhole on the west side of the building. The Library will be handing out green canvas bags in honor of the upcoming National Library Week.

Standing Committee Reports:

Finance Committee:

On successive motions by Treasurer Sommese and the board by unanimous roll call votes approved March payables in the amount of \$42,755.73. The Library Board Fund balance is \$767.94.

Building and Grounds:

A walk-through was done in the Library and a list of projects created.

Policy/Personnel Committee:

The committee did not meet.

Old Business:

Director Clausen passed out a status report of the stock transfers from the Veverka estate. The budget was discussed and Clausen passed out a budget performance report. Vice President Pohlen reported that we received \$100,000.00 check from the Veverka estate. Treasurer Sommese will deposit it into the Library foundation account. President Chrastka discussed process of stock transfer. The library staff will have a meeting and discuss ideas for Veverka monies. Vice President Pohlen discussed methods for trying to find matching funds grants to double the amount of money.

Committee Meetings:

Policy and Personnel will meet later for core competencies and job descriptions.

The budget committee will meet on Wednesday, March 23rd at 7 pm.

The ad hoc Veverka committee will meet at the call of the chair April 6th or April 7th.

Adjournment:

On a motion by Faulds and seconded by Remp the meeting was adjourned at 7:45 pm.

Jill Bambenek, Secretary