

Berwyn Public Library Board Meeting Minutes

March 19th, 2012 Regular Meeting

Library Board Room, Riverside Drive & Harlem Avenue

Call to Order:

President Chrastka convened the meeting at 7:05 p.m. Board members present: Jill Bambenek, Roxanne Faulds, Cindy Hayes, Augie Kalal, Jerry Pohlen and Director Tammy Clausen. Board members absent: Maria Salinas and Doris Remp. Staff present: Phyllis Waldon.

Agenda:

President Chrastka announced the resignation of Board Member and Treasurer Louis Sommese. President Chrastka requested that an item for a pro tem replacement for the vacant treasurer position be added to the agenda. On a motion by Faulds and seconded by Vice President Pohlen the board unanimously approved the amended agenda.

Minutes:

Cindy Hayes requested that her absence at the February 2012 Board meeting be added to the minutes. On a motion by Hayes and seconded by Kalal the board unanimously approved the amended minutes of the February 21st, 2012 regular board meeting.

Open Forum:

A thank you note was received for a brick. Vice President Pohlen agreed to be the pro tem replacement for the vacant Library Board Treasurer position. Phyllis Waldon from the Friends of the Library reported that the book sales are doing well. She discussed the Friends desire to enhance their relationship with the Library Board. She reported that the restructuring of the Friends has been working well. There is an upcoming trivia night at Garv Inn and the Titanic program on April 22nd, 2012.

Director's Report:

Director Clausen requested authorization for the purchase of two printers that are already in the budget. She also requested authorization for the purchase of a separate firewall through E-rate. On a motion by Faulds and seconded by Hayes the budget unanimously approved the purchase of the printer and the firewall. Clausen also reported that a sculpture by John Fay will be purchased for the Library grounds. Students from Freedom Middle School will be painting the container in the parking lot. The Staff Rewards Recognition Committee is coming up with ideas for the Library's in-service day on April 10th, 2012. There will be gift certificates and comp time incentives for good customer service to the public and to other staff members. They are not having a speaker this year but staff will be given time to clean up their areas.

Standing Committee Reports:

Finance Committee:

On successive motions by President Chrastka and the board by unanimous roll call vote the board approved February payables and payroll in the amount of \$199,192.55. The Berwyn Public Library Foundation Fund balance for February 2012 was \$97,965.69. The Berwyn Public Library Foundation Fund balance for March 2012 is \$106,089.04 including the addition of dividend and sale of stock checks totaling \$8123.35.

Budget Committee:

The budget is still before City Council. There have been no changes.

Building and Grounds:

The fire alarm in the elevator has been going off but it is being resolved. There were some issues with bypassing the calendar and getting the chiller started during the warm weather.

Policy/Personnel Committee:

The committee met to update the Library's code of conduct policy on the homeless and unattended children. The board unanimously approved the policy. The City's Internet Usage policy will be adopted by the Library.

Veverka Committee:

In the process of attempting to sell all of the stock but some are unable to be sold.

Scheduling of Committee Meetings:

The Technology Committee will meet in April, 2012.

Closed Session:

On a motion by Hayes, and following a roll call vote, the Board entered closed session at 8:06 p.m. under ILCS 5 120/C-1 to discuss personnel and C-21 and C-21 (2.06 to discuss the evaluation of the Library Director. At 9:00 p.m. the Board reconvened in open session.

Adjournment:

On a motion by Kalal and seconded by Hayes the meeting was adjourned at 9:00 p.m.

Jill Bambenek, Secretary