

## **Berwyn Public Library Board Meeting Minutes**

May 16<sup>th</sup>, 2011 Regular Meeting

Library Board Room, Riverside Drive & Harlem Avenue

### **Call to Order:**

President Chrastka convened the meeting at 7:04 p.m. Board members present Jill Bambenek, Jerry Pohlen, Cindy Hayes, Louise Sommese and Director Tammy Clausen. Maria Salinas arrived later. Board members absent: Irene Martin, Roxanne Faulds and Doris Remp.

### **Agenda:**

On a motion by Treasurer Sommese and seconded by Vice President Pohlen the board unanimously approved the agenda.

### **Minutes:**

On a motion by Hayes and seconded by Treasurer Sommese the minutes of the April 18<sup>th</sup>, 2011 regular board meeting were unanimously approved.

### **Open Forum:**

A thank you note was received from the Berwyn Development Corporation (BDC) for the use of the board room. Information on the Harlem Avenue TIF was passed along to Vice President Pohlen and it was reported that Morton West High School and the Berwyn Library are included.

### **Director's Report:**

Director Clausen asked if library trustees could be a part of the Best of Berwyn. She also suggested that it would be beneficial to the Library if library board members could attend foundation meetings for school districts etc. The Berwyn Cares book discussion on *How to Walk to School* will take place at Heritage at 7 p.m. on May 19<sup>th</sup>, 2011. The City of Berwyn is providing a \$500.00 scholarship for students who are entering college. Clausen reported that the Library Limelight is out. She discussed an adult literacy grant that is an add on to the ESL study grants. It will provide for assistance with naturalization papers and is the first qualified local assistance that will be offered. It will be in the amount of \$2762.00 and is expected to be matched from Verveka funds. Director Clausen is working with the city to purchase a Minolta copy fax and scanner machine for 4000.00 to be used by the staff and specifically the AV Department. Clausen asked for approval for the purchase which will replace 3 separate machines. She also discussed security issues reporting that due to the old equipment the cameras have been turned off. She suggested that Ben Smogolski in IT can build a DVR for \$5000.00 to add to existing cameras. The Friends of the Berwyn Public Library gave \$2000.00 towards Berwyn Reads and asked if matching funds could be provided from the Veverka funds. This will

be determined at the Veverka committee meeting. The Finance Committee will discuss midyear adjustments at their next meeting. The Veverka reception date has been set for Saturday September 24<sup>th</sup>, 2011. President Chrastka commented on the snapshot day quotes. On a motion by Treasurer Sommese and seconded by secretary Bambenek and the board by unanimous roll call votes the purchase of the Minolta copy fax and scanner machine was approved. On a motion by Hayes and seconded by Treasurer Sommese and the board by unanimous roll call votes approved advancing the building of the DVR for \$5000.00.

### **Standing Committee Reports:**

#### **Finance Committee**

On successive motions by Treasurer Sommese and the board by unanimous roll call votes approved April payables in the amount of \$166,051.00. The Berwyn Public Library Foundation balance is \$102,911.17

#### **Building and Grounds**

The committee did not meet.

#### **Policy/Personnel Committee**

The committee did not meet.

#### **New Business**

The Fairytale Ball will be held Sunday June 5<sup>th</sup>, 2011 and any assistance that could be provided would be helpful.

#### **Schedule of Committee Meetings**

Budget Committee will meet May 26<sup>th</sup> at 6pm or May 31st.  
Veverka will meet June 8<sup>th</sup> at 6pm.

#### **Adjournment**

On a motion by Hayes and seconded by Pohlen the meeting was adjourned at 7:59 p.m.

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Jill Bambenek, Secretary