

Berwyn Public Library Board Meeting Minutes  
May 19<sup>th</sup>, 2014 Regular Meeting  
Library Board Meeting, Riverside Drive & Harlem Avenue

**Call to Order**

Vice-President Jerry Pohlen called the meeting to order at 7:00pm. Board members present: Jill Bambenek, Erika Corona-Owens, Cindy Hayes, Augie Kalal, Richard Mondragon, Jerry Pohlen, Maria Salinas and Director Tammy Clausen. Board members absent: John Chrastka and Roxanne Faulds. Alderman Nona Chapman, BPL Liaison, absent.

**Agenda**

On a motion by Mondragon and seconded by Salinas the board unanimously approved the agenda with one amendment: Director's report: A. d. Approval of Meeting Minutes April 21<sup>st</sup>, 2014.

**Minutes**

On a motion by Kalal and seconded by Salinas the board unanimously approved the minutes from the April 21<sup>st</sup>, 2014 meeting.

**Director's Report**

The annual report from the library was presented at the Berwyn Women's Club. Construction Grant contract—meeting with Brian Pabst to review guidelines for discussion with contractor in July. Professional librarian starting salaries-discussion is going to finance committee to discuss impact on budget. The restrooms on the lower level have been opened for general public use.

**Finance Committee**

On a motion by Salinas, seconded by Bambenek and the board by unanimous roll call vote, approved April 2014 payables and payroll in the amount of \$154,630.46. The board fund balance for April is \$120,906.29. On a motion by Salinas, seconded by Mondragon and the board by unanimous toll call vote approved two checking accounts (maintenance fund and building fund) to be moved from BMO Harris to Citizens.

**Building and Grounds Committee**

No report.

**Policy/Personnel Committee**

Met to discuss job description for maintenance supervisor. It was updated on education requirements and increased starting salary to \$20,000. On a motion by Salinas, seconded by Owens and the board by unanimous roll call vote approved the education requirements and starting salary of \$20,000 for maintenance supervisor.

Starting pay for some of the librarian staff is very low compared to other public libraries. The finance committee will meet to discuss this matter.

### **Veverka Committee**

No report.

### **Technology Committee**

No report.

### **Old Business**

Strategic planning—2 proposals—one gave a dollar amount and the other did not. Defer decision to committee on next step. Space Plan—company is working on the drawings. Further discussion in building/grounds committee is needed as to specifics.

### **Unfinished Business**

No unfinished business.

### **New Business**

Board Elections: On a motion by Salinas, seconded by Mondragon and the board by unanimous vote approved Jerry Pohlen as the interim President. On a motion by Salinas, seconded by Owens and the board by unanimous vote approved Jill Bambenek as Vice-President. On a motion by Maria Salinas, seconded by Mondragon and the board by unanimous vote approved Augie Kalal as Treasurer. On a motion by Mondragon, seconded by Salinas and the board by unanimous vote approved Erika Owens as Secretary.

The board decided a recording secretary was not needed at this time.

### **Closed Session**

On a motion by Salinas, seconded by Bambenek and the board by unanimous vote went into closed session at 8:20 under ILCS 5 120/2 (C) (1) To consider the appointment, employment, compensation, discipline, performance matters or dismissal of an employee; (C) (5) To discuss intergovernmental contract negotiation; and (C) (21) To discuss minutes of meetings lawfully closed.

On a motion by Salinas, seconded by Kalal and the board by unanimous

### **Schedule of Committee Meetings**

Policy and Personnel- no scheduled meeting.

Building and Grounds-no scheduled meeting.

Finance- no scheduled meeting.

Veverka- May 27<sup>th</sup> at 6pm.

Annual Report Committee- no scheduled meeting.

### **Adjournment**

On a motion by Salinas and seconded by Kalal the meeting was adjourned at 8:43pm.