

**Berwyn Public Library Board Meeting Minutes**  
**September 19, 2011**  
**Library Board Room, Berwyn Public Library**

**Call to Order:**

President Chrastka convened the meeting at 7:00 pm. Board members present: Jerome Pohlen, Louise Sommese, Roxanne Faulds, and Maria Salinas, as well as Director Tammy Clausen. Board members absent: Doris Remp, Cindy Hayes, Jill Bambeneck, and Irene Martin. Alderman and BPL Liaison Nona Chapman did not attend.

**Agenda:**

On a motion by Faulds, seconded by Sommese, the board unanimously approved the evening's agenda, noting that there is a repeat of Item 4.B.5. and Item 7.2.

**Minutes:**

On a motion by Faulds, seconded by Sommese, the board unanimously approved the minutes from the August 15, 2011 Regular Meeting. In a reminder from Salinas, confirmed by the Director, another copy of the minutes from the June 13, 2011 Regular Meeting will be included in the October Board Packet for approval at that meeting; they have not yet been approved by the board.

**Open Forum:**

President Chrastka read Irene Matin's letter of resignation from the board and acknowledged her many years of valuable service to the BPL Board and community. Director Clausen noted that the BPL will be donating a basket to the Berwyn Development Corporation for its Piper Award banquet.

**Director's Report:**

See packet.

Also, Director noted that Outreach will have a booth at the upcoming Oktoberfest.

**Standing Committee Reports:**

***Finance Committee***

On a motion by Treasurer Sommese, followed by a unanimous roll call vote, the board approved August payables in \$207,631.15. Sommese also reported a payment of \$4,275 from the Ververka Fund toward early childhood literacy, bring the balance on the Ververka fund to \$95,645.56.

***Buildings and Grounds***

**Snow Removal:** Tony will handle snow removal with the Bobcat again this winter, with McAdams as a backup.

**Pressure Zone Valve:** Three bids were in the packet. City Hall will review.

**Elevator:** City hall has approved the bid from Ujama. Work will begin in early October. Anderson will have the maintenance contract.

Chiller: Some work still needs to be done on the newly installed chiller—the pump needs to be taken off the floor and the old chiller needs to be removed from the basement. Director is working with City Hall to get these issues, covered under the original bid, resolved.

Computers: On a motion by President Chrastka, followed by a unanimous roll call vote, the board approved funds for the purchase of computers, outlined in the packet.

***Policy and Personnel***

Did not meet. Director evaluating possible upcoming policy needs, including the Patron Behavior Policy.

***Strategic Planning***

Did not meet

***Ververka Committee***

Director Clausen is helping City Hall in the collection of all background documentation for future audits, including the official disposition of the will. Will request that the Ververka Fund be included in the city's annual independent audit by Sikitch.

**Old Business:**

A reception for the Ververka family will be held at the BPL on September 24, 2011, from 2 to 4 pm. All board members are encouraged to attend.

**New Business:**

The Per Capita Grant is due October 15, and will be submitted in time.

**Closed Session:**

There was no closed session this evening.

**Schedule of Committee Meetings:**

None scheduled, though can be scheduled on the call of the chairs.

**Adjournment:**

On a motion by Salinas, seconded by Sommese, the board unanimously adjourned at 7:54 pm.