

**MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND THE BOARD OF TRUSTEES OF THE WESTCHESTER PUBLIC LIBRARY HELD ON MONDAY, NOVEMBER 22, 2010 IN THE CONFERENCE ROOM OF THE LIBRARY BUILDING, 10700 CANTERBURY STREET, WESTCHESTER, ILLINOIS**

**1. PLEDGE OF ALLEGIANCE**

The board meeting opened at 7:04 P.M. with the Pledge of Allegiance to the flag. President Kane welcomed everyone to the meeting.

**2. BUILDING WALK-THROUGH**

The Library Board conducted a walk-through of the library's lower level and basement to assess the progress of flood recovery and remaining damage to address. Director McCrank has contacted an outside vendor to determine the need for removal/non-removal of basement tile before laying new tile.

**3. CALL TO ORDER AND ROLL CALL**

President Kane called the meeting to order and upon a roll call of the Board of Trustees, the following were:

Present: Patrick Kane, President

Frank Perry, Vice-President

Jennifer Boyle, Treasurer

Trustees Timothy Hinsdale and Kathy Schultz

Absent: Donna Malecki, Secretary, excused

Also Present: William Raysa, of the firm of Raysa & Zimmerman, LLC; Library Attorneys

Ruth McCrank, Library Director

LaChondra Davis, Business Manager

Bonnie Schwanz, Assistant Director

**4. PUBLIC COMMENTS**

None

**5. REVIEW OF MINUTES**

**A. Regular Meeting- October 25, 2010**

Trustee Frank Perry made the motion to accept the minutes. Trustee Kathy Schultz seconded.

5 ayes; 1 excused

Motion carried.

**B. Determination of Minutes and Recordings of Executive Meetings**

- Trustee Patrick Kane moved to approve the Executive Meeting minutes of the Westchester Public Library Board of Trustees of October 25, 2010 and because the minutes no longer require confidential treatment, to release said minutes for public inspection. Trustee Frank Perry seconded.

5 ayes; 1 excused

Motion carried

- It was moved by Trustee Patrick Kane, and seconded by Trustee Frank Perry to approve the Executive Meeting minutes of the Westchester Public Library of August 9, 2010, and it was determined that the minutes no longer require confidential treatment and are available for public inspection.

5 ayes; 1 excused

Motion carried

- It was moved by Trustee Patrick Kane, and seconded by Trustee Frank Perry to approve the Executive Meeting minutes of the Westchester Public Library of September 13, 2010, and it was determined that the minutes no longer require confidential treatment and are available for public inspection.  
5 ayes; 1 excused  
Motion carried
  
- C. Committee of the Whole- November 8, 2010  
Trustee Frank Perry made the motion to accept the minutes. Trustee Kathy Schultz seconded.  
5 ayes; 1 excused  
Motion carried.
  
- D. Special Board Meeting- November 15, 2010  
Trustee Frank Perry made the motion to accept the minutes. Trustee Schultz seconded.  
5 ayes; 1 excused  
Motion carried.
  
- E. Ad Hoc Committee Meeting-November 15, 2010  
Trustee Kathy Schultz made the motion to accept the minutes. President Patrick Kane seconded.  
3 ayes  
0 nay  
Motion carried.  
NOTE: Minutes of the Executive Session from this meeting will be considered April 2011 at the Board's semi-annual review of such minutes.

## 6. NEW BUSINESS

- A. Treasurer's Report  
Treasurer Boyle reported there is \$486,724.90 remaining in the budget. Treasurer Boyle made the motion to accept the treasurer's report. Vice President Perry seconded.  
5 ayes; 1 excused  
0 nay  
Motion carried.
  
- B. Payment of Bills  
Treasurer Boyle made the motion to pay the November bills in the amount of \$48,032.80. Vice President Perry seconded.  
4 ayes-Kane, Perry, Boyle, Schultz; 1 excused  
1 nay – Hinsdale  
Motion carried.
  
- C. Transfer of Funds  
Treasurer Boyle made the motion to approve and ratify the action taken at the October 25, 2010 Regular Board Meeting to transfer funds in the amount of \$155,000 into the library's checking account to cover October bills and payroll. Trustee Kathy Schultz seconded.  
Upon Roll Call, the Trustees voted as follows:  
Aye-Kane, Perry, Boyle, Schultz; 1 excused  
Nay- Hinsdale  
Motion carried.

**D. 2010 Levy**

The Library Board reviewed the proposed 2010 levy, 2012 budget, and justification presented by staff. After review Trustee Boyle moved to table discussion until after the Truth in Taxation Hearing, Monday December 13, 2010 at 6:45 p.m. Trustee Perry seconded.

5 ayes; 1 excused

0 nay

Motion to table carried.

**E. Rental Property report—Hinsdale**

Trustee Hinsdale reported he was awaiting status of construction report from Mike Gobber.

Trustee Boyle moved to accept the rental property report. Trustee Schultz seconded.

5 ayes; 1 excused

Motion carried.

**7. DIRECTOR'S REPORT**

Director McCrank explained that Robert Smith is now on payroll as an employee used for temporary assignments as a substitute custodian. She cited precedence for the use of substitute employees from years past. Trustee Boyle made the motion to accept the director's report. Trustee Perry seconded.

5 ayes; 1 excused

Motion carried.

**8. UNFINISHED BUSINESS**

**A. Library flood recovery quotes**

The Library Board requested a second HVAC vendor's opinion regarding the use of a goose-neck extension to the cold air intake before considering approving this measure.

**9. BOARD MEMBER COMMENTS**

None

**10. PUBLIC COMMENTS**

None

**11. EXECUTIVE SESSION**

Trustee Frank Perry moved the Board go into Executive Session for the purpose of discussing personnel pursuant to Section 2. (c) (1) of the Illinois Open Meetings Act; the selection of a person to fill a public office as defined in this Act, including a vacancy in a public office pursuant to Section 2. (c)(3) and the discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 pursuant to Section 2. (c)(21) of the Illinois Open Meetings Act. Trustee Kathy Schultz seconded.

Upon a call of the roll the following voted:

Aye: Trustees Boyle, Hinsdale, Kane, Perry and Schultz; 1 excused

Nay: None

President Kane declared the motion carried.

The Board moved to Executive Session.

**12. DETERMINATION OF MINUTES AND RECORDINGS OF EXECUTIVE MEETINGS**

**A. Board Member appointment**

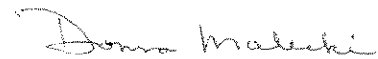
At 8:57 p.m. upon return from Executive session, the Board set a Special Board Meeting for December 6<sup>th</sup> at 7:00 p.m. to interview perspective candidates for the unexpired trustee position. Trustee Hinsdale moved to table any further discussion of this topic until December 6. Trustee Perry seconded.  
5 ayes; 1 excused  
Motion carried.

**B. Minutes of Executive Meetings**

- It was moved by Trustee Tim Hinsdale, and seconded by Trustee Frank Perry that the Executive Session Westchester Public Library meeting minutes of March 26, 2007, not previously released, are still confidential. The Board has determined that the need for confidentiality still exists and are not available for public inspection.  
5 ayes; 1 excused  
Motion carried.
- It was moved by Trustee Tim Hinsdale, and seconded by Trustee Frank Perry that the Executive Session Westchester Public Library meeting minutes of September 24, 2007, not previously released, are still confidential. The Board has determined that the need for confidentiality still exists and are not available for public inspection.  
5 ayes; 1 excused  
Motion carried.

**13. ADJOURNMENT**

Trustee Timothy Hinsdale made the motion to adjourn the Regular Board Meeting at 8:58 P.M.  
Trustee Kathy Schultz seconded.  
5 ayes; 1 excused  
0 nay  
Motion carried.



Donna Malecki, Library Board Secretary