

**MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND THE BOARD OF TRUSTEES OF THE WESTCHESTER PUBLIC LIBRARY HELD ON MONDAY, AUGUST 23, 2010 IN THE CONFERENCE ROOM OF THE LIBRARY BUILDING, 10700 CANTERBURY STREET, WESTCHESTER, ILLINOIS**

At 6:35 P.M. on August 23, 2010, in the Conference Room of the Westchester Public Library, William Raysa of the firm of Raysa and Zimmerman, LLC, conducted an in-service seminar reviewing the Open Meetings Act. Upon a roll call by President Kane the following were:

Present:

Patrick Kane, Board President

Donna Malecki, Board Secretary

Timothy Hinsdale, Board Treasurer

Trustees: Jennifer Boyle, Bill Ernst and Kathy Schultz

Absent: Frank Perry, excused absence

William Raysa reviewed recent changes as well as information pertinent to the Library Board. Presentation was followed by questions from the Board.

President Kane made the motion to adjourn the meeting at 7:10 P.M.

6 ayes

1 excused

Motion carried. Meeting adjourned.

**1. PRESIDENT CALL REGULAR MEETING TO ORDER**

President Kane addressed the issue of maximum capacity in the conference room. It was noted the occupancy should not exceed 18 people and therefore the Board has not violated any fire codes.

**2. PLEDGE OF ALLEGIANCE**

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

President Patrick Kane called the regular meeting to order at 7:12 P.M. and upon roll call of the Board of Trustees, the following were:

Present:

Patrick Kane, Board President

Donna Malecki, Board Secretary

Timothy Hinsdale, Board Treasurer

Trustees Jennifer Boyle, Bill Ernst and Kathy Schultz

Absent:

Frank Perry, Board Vice-President, excused absence

Also Present:

William Raysa of the firm of Raysa & Zimmerman, LLC, Library Attorneys

Bonnie Schwanz, Asst. Director

LaChondra Davis, Business Manager  
Len and Jim Weigel of WBS, Inc

**4. PUBLIC COMMENTS**

None

**5. AMENDMENT TO THE BY-LAWS**

Trustee Boyle made the motion that the By-laws be changed under Article VII- Order of Business to read "Reports" not Director's or Committee reports and to include "Executive Session". Trustee Malecki seconded.

Roll call vote:

Ayes: Trustees Boyle, Ernst, Hinsdale, Kane, Malecki and Schultz

Excused: Trustee Perry

Motion carried.

**6. AMENDMENT TO THE TRUSTEE HANDBOOK**

Trustee Ernst made the motion the *Trustee Handbook* be updated to reflect language that complies with the Open Meetings Act; as such, B.1 Meetings-Annual Meeting. The Trustee Handbook shall be changed to "election of officers by roll-call vote" instead of by "ballot vote". Trustee Malecki seconded.

Roll call vote:

Ayes: Trustees Boyle, Ernst, Hinsdale, Kane, Malecki and Schultz

Excused: Trustee Perry

Motion carried.

**7. ELECTION OF OFFICERS**

President-

Trustee Schultz nominated Trustee Patrick Kane.

Trustee Ernst made the motion nominations closed. Trustee Malecki seconded. 6 ayes, 0 nays, 1 excused

Roll call vote:

Ayes: Trustees Boyle, Ernst, Kane, Malecki and Schultz

Nay: Trustee Hinsdale

Excused: Trustee Perry

Patrick Kane elected Board President.

~~Vice-President-~~

Trustee Schultz nominated Trustee Frank Perry.

Trustee Ernst made the motion nominations closed. Trustee Malecki seconded.

6 ayes, 0 nays, 1 excused

Roll call vote:

Ayes: Trustees Boyle, Ernst, Hinsdale, Kane, Malecki and Schultz

Excused: Trustee Perry  
Frank Perry elected Board Vice-President.

Secretary-  
Trustee Ernst nominated Trustee Donna Malecki.  
Trustee Boyle made the motion nominations closed. Trustee Ernst seconded. 6 ayes, 0 nays, 1  
excused  
Roll call vote:  
Ayes: Trustees Boyle, Ernst, Hinsdale, Kane, Malecki and Schultz  
Excused: Trustee Perry  
Donna Malecki elected Board Secretary

Treasurer-  
Trustee Schultz nominated Trustee Jennifer Boyle.  
Trustee Kane made the motion nominations closed. Trustee Malecki seconded. 6 ayes, 0  
nays, 1 excused  
Roll call vote:  
Ayes: Trustees Boyle, Ernst, Kane, Malecki and Schultz  
Nays: Trustee Hinsdale  
Excused: Trustee Perry  
Jennifer Boyle elected Board Treasurer

## **8. REVIEW OF MINUTES**

### **A. Special Meeting- July 31, 2010**

Trustee Boyle made the motion to accept minutes. Trustee Ernst seconded.  
6 ayes, 0 nays, 1 excused  
Motion carried.

### **B. Committee of the Whole- August 9, 2010**

Trustee Malecki would like to amend the minutes from August 9, 2010 to read  
"Committee of the Whole Meeting" and not "Regular Meeting". Trustee Ernst made the  
motion to accept amended minutes. Trustee Kane seconded.  
6 ayes, 0 nays, 1 excused  
Motion carried.

## **9. NEW BUSINESS**

### **A. Treasurer's Report**

Trustee Hinsdale made the motion to approve \$120,000 transfer from the operating fund.  
Trustee Ernst seconded.  
6 ayes, 0 nays, 1 excused  
Motion carried.

**B. Payment of Bills**

Trustee Ernst made the motion to pay July bills in the amount of \$79,635.07. Trustee Schultz seconded.

Ayes: Trustees Boyle, Ernst, Kane, Malecki and Schultz

Nays: Trustee Hinsdale

Excused: Trustee Perry

Motion carried.

**C. Inland Mechanical Quote**

Trustee Hinsdale recommended we receive 2 more itemized quotes for boiler repair before the September 13<sup>th</sup> Committee of the Whole Meeting. Trustee Boyle tabled any decision. Trustee Malecki seconded.

6 ayes, 1 excused.

Motion tabled.

**D. Replacement of Carpet on Lower Level**

President Kane made a motion to table to pursue 2 additional quotes for the Committee of the Whole Meeting, September 13<sup>th</sup>.

Trustee Boyle seconded.

6 ayes, 1 excused

Motion tabled.

**E. Restoration of Community Room**

Trustee Ernst made a motion to table discussion. Trustee Boyle seconded.

6 ayes, 1 excused

Motion tabled.

**10. DIRECTOR'S REPORT**

Asst. Director, Bonnie Schwanz, highlighted the information regarding SWAN and MLS progress. She also revisited the damages the Board will need to address following the July flooding.

Trustee Boyle made the motion to accept the report. Trustee Kane seconded.

6 ayes, 1 excused

Motion carried.

**11. UNFINISHED BUSINESS**

**A. Board Member Conduct**

Trustee Hinsdale deferred this until a later date.

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**12. BOARD MEMBER COMMENTS**

1. Trustee Ernst made a presentation on the status of the two rental properties and necessary repairs that must be made due to the flooding. It was suggested Gobber Realty purchase mold kits to determine the presence of mold and mildew at the properties.

2. Bill Raysa addressed his opinion on the election of officers at the May 2010 meeting and admitted his advice to the Board was not correct. President Kane suggested we take a closer look at making sure our Library By-Laws and *Trustees Handbook* are in agreement with Illinois statutes.
  
13. **PUBLIC COMMENTS**  
None
  
14. **EXECUTIVE SESSION**  
None
  
15. **ADJOURNMENT**  
Trustee Hinsdale moved to adjourn the regular meeting at 8:15pm.  
Trustee Ernst seconded.  
6 ayes, 1 excused  
Motion carried. Meeting Adjourned.



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Library Board Secretary