

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE PRESIDENT AND THE BOARD OF TRUSTEES OF THE WESTCHESTER PUBLIC LIBRARY HELD ON MONDAY, SEPTEMBER 12, 2011 IN THE COMMUNITY ROOM OF THE LIBRARY BUILDING, 10700 CANTERBURY STREET, WESTCHESTER, ILLINOIS

1. Pledge of Allegiance

2. Call to Order and Roll Call President Donna Malecki called the meeting to order at 6:30 pm and upon a roll call of the Board of Trustees, the following were:

Present: President Donna Malecki, Vice President Phyllis Kastle, Secretary Celeste Reda, Treasurer Timothy Hinsdale, Trustees Steve Cerasuolo, Carol Levy. Absent was Allison Muzal.

Also present: Acting Library Director Bonnie Schwanz, Business Manager LaChondra Davis, and Rental Property Manager Michael Gobber

3. Public Comment --none

4. Discussion Items

A. Rental property report – East house: Mike Gobber informed the Board that the new tenants, the Soto family, have signed the lease for 9/1/11, and have paid the first months rent however they have not moved in yet. Trustee Timothy Hinsdale has donated his time in labor doing minor repairs. The Board thanked him. The old tenants have not had paid since they moved out. Appointments to discuss remaining have been made by Michael Gobber but have been canceled by the old tenant. There is a balance of \$7,002 remaining after the deductions of \$1360 left over in security deposit. The security deposit of \$2000 was decreased by \$100 for the fridge, and handy man work of \$540. The promissory note has not been signed. Trustee Celeste Reda asked for Attorney Bill Raysa to get involved at this point. The Board discussed that option and Trustee Timothy Hinsdale suggested we allow Mike Gobber to contact them again and sending a certified letter after finding their new address in town. The Board advised Mike Gobber to be as aggressive as possible.

West house: the proposed lease has gone to the current tenants and Attorney William Raysa for approval. The lease to start 10/15/11 and to end 10/31/12 as to not end in the middle of a month. The repair issues still outstanding=examination of the attic, sealing the driveway and bathrooms and windows. Interim Director Bonnie Schwanz to check with the Jim the library maintenance man to see if he would be willing to do minor repairs at the two houses if needed. Michael Gobber stated he will call Sinnot Tree service tomorrow to have them come out to examine the tree in the yard. All locks on the doors are now able to be opened using one key. They have been re-keyed by Ted Stanger as the door company would not do it.

President Donna Malecki briefly stated that she received a letter from the Chavarins. President Donna Malecki passed out the letter to be later reviewed in Executive Session on 9/26/11.

B. Hiring a Director—The Board discussed sending interview questions to Interim Director Bonnie by tomorrow.

C. 2012 Holiday and Staff In-Service dates--reviewed

D. 2012 Board meeting dates—reviewed

E. Per Capita Grant –Interim Director Bonnie Schwanz to present on 9/26/11. The report needs to be sent in by 10/15/11.

F. ILA Conference—Request for a check needs to be submitted by 9/21/11.

5. Unfinished Business—Trustee Celeste Reda asked about the insurance claim follow up from the July 2010 flood. President Donna Malecki stated she would contact attorney William Raysa tomorrow.

6. Public Comment--none

7. Board Member Comment—The Board thanked Timothy Hinsdale for bringing up the Village Wide Meeting conversation in a town hall meeting. The Board thanked President Donna Malecki for doing a great job landscaping at the East and West houses. Trustee Celeste Reda expressed that there may be roof damage on the West house and it needs to be looked at. Interim Director Bonnie Schwanz informed of positive feedback was received about the 2 page newspaper spread.

8. Executive Session--none

9. Adjournment President Donna Malecki made motion to adjourn the meeting at 7:39pm. Vice President Phyllis Castle seconded.

6 ayes

0 nay

Motion carried.

Celeste Reda

Celestine T. Reda, Board Secretary

