

MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND THE BOARD OF TRUSTEES OF THE WESTCHESTER PUBLIC LIBRARY HELD ON MONDAY, SEPTEMBER 27, 2010 IN THE CONFERENCE ROOM OF THE LIBRARY BUILDING, 10700 CANTERBURY STREET, WESTCHESTER, ILLINOIS

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL

President Patrick Kane called the meeting to order at 7:04 P.M. and upon roll call of the Board of Trustees, the following were:

Present:

Patrick Kane, Board President

Frank Perry, Board Vice-President

Donna Malecki, Board Secretary

Trustees Timothy Hinsdale and Kathy Schultz

Absent:

Jennifer Boyle, Board Treasurer, excused

Also Present:

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

Ruth McCrank, Library Director

Bonnie Schwanz, Asst. Director

LaChondra Davis, Business Manager

3. PUBLIC COMMENTS

None

4. REVIEW OF MINUTES

A. Regular Meeting- August 23, 2010

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

5 ayes, 1 excused

Motion carried.

B. Committee of the Whole- September 13, 2010

Trustee Frank Perry made the motion to accept the minutes. Trustee Donna Malecki seconded.

5 ayes, 1 excused

Motion carried.

C. Special Meeting-September 18, 2010

Trustee Donna Malecki made the motion to accept the minutes. Trustee Patrick Kane seconded.

5 ayes, 1 excused

Motion carried.

5. NEW BUSINESS

A. Treasurer's Report

Ms. LaChondra Davis gave the report and also informed the Board that she is working with Director Ruth McCrank on compiling a written record of financial responsibilities for the Library, in lieu of the departure of Len Weigel.

Trustee Timothy Hinsdale made the motion to approve \$166,000.00 transfer of funds. Trustee Frank Perry seconded.

5 ayes, 1 excused

Motion carried.

B. Payment of Bills

Trustee Patrick Kane made the motion to pay the August bills in the amount of \$48,032.07. Trustee Donna Malecki seconded.

5 ayes, 1 excused.

Motion carried.

C. 2011 Holiday and Staff In-Service Dates

Trustee Patrick Kane made the motion to accept the 2011 Holiday and Staff In-Service Dates. Trustee Frank Perry seconded.

5 ayes, 1 excused

Motion carried.

D. 2011 Board Meeting Dates

Trustee Donna Malecki made the motion to accept the 2011 Board Meeting Dates. Trustee Kathy Schultz seconded.

5 ayes, 1 excused.

Motion carried.

E. Library Insurance Coverage

Quotes were presented to the Board from:

American Westbrook (Acuity Insurance) \$8,310.00

Mitchell Corporation (Travelers Insurance) \$7,824.00

Trustee Timothy Hinsdale made the motion to accept the bid from Mitchell Corporation for Travelers Insurance for \$7,824.00. Trustee Donna Malecki seconded.

5 ayes, 1 excused

Motion carried.

F. Per Capita Grant 2011 Requirements

1. Library Technology Plan 2011-2013

Trustee Donna Malecki made the motion to accept the plan.

Trustee Frank Perry seconded.

5 ayes, 1 excused

Motion carried.

2. Green Plan 2011-2013

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

5 ayes, 1 excused.

Motion carried.

3. Standards for IL Public Libraries, 2010 Report

4. Trustee Frank Perry presented the Ad Hoc committee report.

Trustee Donna Malecki made the motion to accept the report. Trustee Kathy Schultz seconded.

5 ayes, 1 excused.

Motion carried.

5. Per Capita Grant Application

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

5 ayes, 1 excused.

Motion carried.

G. Board Member Conduct

Trustee Timothy Hinsdale withdrew this discussion until a full board can be present.

H. Legal Services

Trustee Timothy Hinsdale withdrew this discussion until a full board can be present.

6. DIRECTOR'S REPORT

In addition to the report, Director Ruth McCrank informed the Board that the Library is in need of sandbags. Trustee Donna Malecki made the motion to accept the report. Trustee Kathy Schultz seconded.

5 ayes, 1 excused.

Motion carried.

7. UNFINISHED BUSINESS

A. Boiler Repair

Three quotes were submitted for boiler repairs.

Inland Mechanical	\$2,988.14
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KDM Services	\$3,200.00
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Comfort Tech Mechanical	\$3,835.00
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Board is requesting that both KDM Services and Comfort Tech Mechanical be given the opportunity to submit another bid, since Inland Mechanical was already given that choice. Board also requests that Inland Mechanical and KDM register with the Village of Westchester.

B. Rental Property Flood Restoration

- Flooring Replacement

Mike Gobber presented Gili Construction's bid. It included flooring for the east house and some painting of the west house for \$4,468.00. Trustee Timothy Hinsdale made the motion to accept the bid. Trustee Donna Malecki seconded.

5 ayes, 1 excused.

Motion carried.

- Rent Reduction for August/September 2010

Since approximately 30 % of the east house was uninhabitable during August and September, the Board suggests a \$500.00 per month reduction in the rent for those months, with a pro-rated October rent to be determined with completion of restoration work. Trustee Timothy Hinsdale made the motion to accept the reduction in rent.

Trustee Frank Perry seconded.

5 ayes, 1 excused.

Motion carried.

8. BOARD MEMBER COMMENTS

President Patrick Kane announced to the Board that Trustee William Ernst submitted his letter of resignation dated September 18, 2010. President Kane read the letter to the Board. General consensus was that William Ernst departure from the Board will be an extreme loss and he will be greatly missed. It was suggested plans be made for an appreciation presentation. Motion by President Patrick Kane to accept Trustee William Ernst resignation.

Roll call vote taken:

Ayes: Trustees Hinsdale, Kane, Malecki, Perry and Schultz

Absent: Trustee Boyle

Motion carried.

Filling of the open Trustee position will be discussed at the Committee of the Whole meeting on October 11, 2010.

Director Ruth McCrank informed the Board that at the Executive Session on September 13, 2010 the tape recorder did not record. There was a working tape recorder present; however either it was not turned on or the tape was inserted improperly. Trustee Malecki assumes responsibility for this error and she noted it on the minutes of the Executive Session.

9. PUBLIC COMMENTS

None

10. EXECUTIVE SESSION

None

11. ADJOURNMENT

Trustee Timothy Hinsdale moved to adjourn the regular meeting at 7:56 P.M.

Trustee Donna Malecki seconded.

5 ayes, 1 absent.

Motion carried. Meeting adjourned.



Library Board Secretary