

MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND THE BOARD OF TRUSTEES OF THE WESTCHESTER PUBLIC LIBRARY HELD AT THE HOUR OF 7:00 P.M. ON MONDAY, MAY 24, 2010, IN THE COMMUNITY ROOM OF THE LIBRARY BUILDING, 10700 CANTERBURY STREET; WESTCHESTER, ILLINOIS

1. PLEDGE OF ALLEGIANCE

The board meeting opened at 7:00 P.M. with the Pledge of Allegiance to the flag. President Boyle welcomed everyone to the Board Meeting.

2. CALL TO ORDER AND ROLL CALL

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

PRESENT: Jennifer Boyle, Board President; Bill Ernst, Board Vice President; and Trustees Timothy Hinsdale, Patrick Kane, Donna Malecki and Frank Perry; and Kathy Schultz, Board Secretary.

ABSENT: None

ALSO PRESENT: William Raysa, of the firm of Raysa & Zimmermann, LLC, Library Attorneys; Ruth McCrank, Library Director; Len Weigel, Finance Officer; Jim Weigel and Barb Vandervort, Recording Secretary.

3. PUBLIC COMMENTS

None

4. ELECTION OF OFFICERS

The standing order of business will be suspended to move the first three items from Policy and Planning to address the election of officers.

- Trustee Ernst made a motion to recommend moving revised *By-Laws of the Board of Library Trustees* to be adopted before the election of officers.

Trustee Schultz seconded.

Upon a call of the roll the following voted:

Aye: Trustees Ernst, Hinsdale, Kane, Malecki, Perry and Schultz; and President

Boyle

Nay: None

President Boyle declared the motion carried and approved.

- Trustee Ernst made a motion to recommend moving revised *Trustee Handbook, Westchester Public Library Board of Trustees* to be adopted before the election of officers. Trustee Perry seconded.

Upon a call of the roll the following voted:

Aye: Trustees Ernst, Hinsdale, Kane, Malecki, Perry and Schultz; and President Boyle

Nay: None

President Boyle declared the motion carried and approved.

- Trustee Ernst made a motion to recommend moving revised *Library Board Standing Committees* to be adopted before the election of officers. Trustee Malecki seconded.

Upon a call of the roll the following voted:

Aye: Trustees Ernst, Hinsdale, Kane, Malecki, Perry and Schultz; and President Boyle

Nay: None

President Boyle declared the motion carried and approved.

At this time the nomination of Board Officers began:

- Trustee Schultz was nominated by Trustee Hinsdale for Board President but she graciously declined.

- Trustee Malecki nominated Trustee Kane for Board President. Trustee Schultz seconded the nomination.

Trustee Perry made a motion to cease nominations. Trustee Ernst seconded. Nominations for Board President were closed.

Upon a call of the roll the following voted to cease nominations:

Aye: Trustees Ernst, Hinsdale, Kane, Malecki, Perry and Schultz; and President Boyle

Nay: None

Members voted with paper ballot for Board President.

6 votes for Trustee Kane

1 blank vote

Upon a call of the roll the motion was carried:

Aye: Trustees Ernst, Hinsdale, Kane, Malecki, Perry and Schultz; and President Boyle

Nay: None

Trustee Kane is the new Board President.

- Trustee Hinsdale nominated Trustee Perry for Board Vice President. Trustee Ernst seconded the nomination.

Trustee Hinsdale made a motion to cease nominations. Trustee Ernst seconded.

Nominations for Board Vice-President were closed.

Upon a call of the roll the following voted to cease nominations:

Aye: Trustees Boyle, Ernst, Hinsdale, Malecki, Perry and Schultz; and President Kane

Nay: None

Members voted with paper ballot for Board Vice-President.

7 votes for Trustee Perry

Upon a call of the roll the motion was carried:

Aye: Trustees Boyle, Ernst, Hinsdale, Malecki, Perry and Schultz; and President

Kane

Nay: None

Trustee Perry is the new Board Vice-President

- Trustee Ernst nominated Trustee Malecki for Board Secretary. Trustee Hinsdale seconded the nomination.

Trustee Hinsdale made a motion to cease nominations. Trustee Ernst seconded.

Nominations for Board Secretary were closed.

Upon a call of the roll the following voted to cease nominations:

Aye: Trustees Boyle, Ernst, Hinsdale, Malecki, Perry and Schultz; and President

Kane

Nay: None

Members voted with paper ballot for Board Secretary.

7 votes for Trustee Malecki

Upon a call of the roll the motion was carried;

Aye: Trustees Boyle, Ernst, Hinsdale, Malecki, Perry and Schultz; and President

Kane

Nay: None

Trustee Malecki is the new Board Secretary

- Trustee Malecki nominated Trustee Hinsdale for Board Treasurer. Trustee Perry seconded the nomination.

Trustee Ernst made a motion to cease nominations. Trustee Schultz seconded.

Nominations for Board Treasurer were closed.

Upon a call of the roll the following voted to cease nominations:

Aye: Trustees Boyle, Ernst, Hinsdale, Malecki, Perry and Schultz; and President

Kane

Nay: None

Members voted with paper ballot for Board Treasurer.

5 votes for Trustee Hinsdale

1 vote for Trustee Boyle

1 blank vote

Upon a call of the roll the motion was carried:

Aye: Trustees Boyle, Ernst, Hinsdale, Malecki, Perry and Schultz; and President

Kane

Nay: None

Trustee Hinsdale is the new Board Treasurer

5. REVIEW OF MINUTES

A. Regular Meeting – April 26, 2010

Trustee Hinsdale would like to amend the minutes from the April 26, 2010 board meeting to include a statement made by then President Boyle in which she apologized to audience member, Brian Sloan for not letting him speak at that time.

Trustee Ernst moved to approve the amended minutes of the April 26, 2010 meeting. Trustee Malecki seconded.

Upon a call of the roll the following voted:

Aye: Trustees Boyle, Ernst, Hinsdale, Malecki, Perry and Schultz; and President Kane

Nay: None

President Kane declared the motion carried and the minutes of April 26, 2010 approved.

6. FINANCE AND OPERATIONS COMMITTEE

A. End of the Year Budget Report:

Mr. Len Weigel presented the end of the year budget report and went over some of the points in the report:

1. The library did not go over budget.
2. The library paid \$11,773 taxes on both properties it owns.
3. The net profit from both properties was approximately \$4800.
4. He reminded board that the taxes were not taken into consideration when the monthly rent was set. However, he cautioned the board to keep in mind the market value of our properties.
5. Explained the statement of revenue from the Village of Westchester
6. Trustee Hinsdale asked that the rental properties continue to be reassessed for property taxes as opportunity presents itself.

B. President Kane moved to approve the payment of bills in the amount of \$33,681.40.

Trustee Ernst seconded the motion.

Upon a call of the roll the following voted:

Aye: Trustees Boyle, Ernst, Malecki, Perry and Schultz; and President Kane

Nay: Trustee Hinsdale

President Kane declared the motion carried and the bills approved for payment.

C. President Kane presented the committee report concerning the new position of Library Business Manager.

Trustee Schultz made a motion to look into hiring a Business Manager. Trustee Boyle seconded the motion.

Trustee Hinsdale then initiated a discussion about who should hire the Business Manager and it was determined that the Library Director should hire. He also wanted to determine where the salary for this position would come from and it was stated the salary would be

paid in part by capital funds. Trustee Hinsdale said the library director should project an approximate cost of FICA and IMRF cost for the new position. Lastly, Trustee Hinsdale made mention of the fact that the recording secretary position will no longer be needed if a Business Manager is hired.

Trustee Hinsdale made a motion to table the discussion for the position of Business Manager. Trustee Perry seconded.

Upon a call of the roll the following voted:

Aye: Trustees Boyle, Ernst, Hinsdale, Malecki, Perry and Schultz; and President Kane

Nay: None

President Kane declared the motion carried and tabled.

7. PLANNING AND POLICY COMMITTEE

A. Committee Report

Trustee Ernst presented the Policy and Planning Committee Report and recommended the board reaffirm policies 6.34 through 6.59.

- Trustee Hinsdale made a motion to reaffirm policies 6.34 through 6.59. Trustee Perry seconded the motion

Upon a call of the roll the following voted:

Aye: Trustees Boyle, Ernst, Hinsdale, Malecki, Perry and Schultz; and President Kane

Nay: None

President Kane declared the motion carried and the policies reaffirmed.

8. DIRECTOR'S REPORT

Trustee Ernst moved to accept the Director's Report. Trustee Hinsdale seconded the motion.

Upon a call of the roll the following voted:

Aye: Trustees Boyle, Ernst, Hinsdale, Malecki, Perry and Schultz; and President Kane

Nay: None

President Kane declared the motion carried.

9. NEW BUSINESS

- Mrs. McCrank presented the IPLAR (Illinois Public Library Annual Report) for 2009-2010. Mrs. McCrank mentioned in the report that the Westchester Public Library Home Page was visited 205,240 times.

Mr. Ernst made a motion to accept IPLAR. Mrs. Schultz seconded.

Upon a call of the roll the following voted:

Aye: Trustees Boyle, Ernst, Hinsdale, Malecki, Perry and Schultz; and President Kane

Nay: None

President Kane declared the motion carried.

- Strategic Plan – FY2009-2010 Progress Report – Trustee Hinsdale would like to meet as a Committee of the Whole for a new Strategic Plan.

Trustee Ernst moved to accept the Strategic Plan for the current year. Trustee Boyle seconded.

Upon a call of the roll the following voted:

Aye: Trustees Boyle, Ernst, Hinsdale, Malecki, Perry and Schultz; and President Kane

Nay: None

President Kane declared the motion carried.

- Mrs. McCrank gave the *Commitment to Serve* statements to all Board Trustees to sign. Trustee Hinsdale explained to the audience what the statements represent.
- Board Member Conduct – Trustee Hinsdale made a motion that the Westchester Public Library Board admonish Trustee Jennifer Boyle for her improper statements to Trustee Timothy Hinsdale and abusing the office of President of the Westchester Library Board. Such behavior constitutes improper conduct and a lack of civility and reflects unfavorably on the Westchester Public Library. Trustee Perry seconded the motion. Discussion ensued.

Upon a call of the roll the following voted:

Aye: Trustee Hinsdale

Nay: Trustees Schultz and Boyle

Present: Trustees Ernst, Kane, Perry and Malecki

President Kane declared the motion not carried

- Upcoming library dates:
 - Committee of the Whole meeting on June 14, 6:30 P.M.
 - Regular Board Meeting on June 28, 7:00 P.M.
 - May 29, 2010 beginning of Summer hours – closed on Sundays
 - May 31, 2010 – closed for Memorial Day.

10. BOARD MEMBER COMMENTS

President Kane reminded the board of the 4th of July Parade. The board members who volunteered to be on the 4th of July committee are Trustees Ernst, Malecki and Perry. Also volunteering are the Friends of the Westchester Library and Westchester Gardens. President Kane will contact everyone as to when they will meet.

11. ADJOURNMENT

Trustee Ernst moved to adjourn the regular board meeting at 8:00 P.M. Trustee Malecki seconded. Motion carried, 7 ayes, 0 nays.



Secretary