

May Minutes

PALOS HEIGHTS PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES
May 11, 2006

Call to Order:

President Beth Barista called the meeting to order at 7:00 p.m. in the Library, 12501 S. 71st Avenue, Palos Heights, Illinois. Present were Trustees: Pat Eden, Julie Lawler, Beverly Meyer, Pat Muller, Frank Petrosino, William Poore, Diana Roscich and Beth Barista. Also present were Administrative Librarian Elaine Savage and Administrative Assistant Donna Ondriska. Absent: Trustee Timothy Murney.

Welcome:

The Board welcomed new Public Services Clerk, Christine Sankey, two students from Trinity Christian College and Ed Tracy from Selden Fox Ltd.

Minutes:

Trustee Meyer moved to approve the minutes of April 13, 2006 upon rewording of the President's report to: "President Barista attended the Chamber of Commerce breakfast meeting here on April 11th and presented the George Palmer Award to Palos Bank & Trust, which was accepted by Vice-President Tom Hullinger." Seconded by Trustee Roscich. On a voice vote, motion carried unanimously.

Treasurer's Report:

Trustee Eden moved, Trustee Lawler seconded, to approve the additional April bills in the amount of \$40,580.44. On a roll call vote, the motion carried unanimously. Trustee Eden moved, Trustee Petrosino seconded, to approve the May bills of \$108,703.70. On a roll call vote, the motion carried unanimously.

President's Report:

President Barista renewed the 6 month CD. She noted she has been involved with the ongoing St. Alexander's sidewalk. President Barista directed the Personnel Committee to meet to discuss staff raises.

Librarian's Report:

Administrative Librarian Savage presented her written report for the past month. She noted the new web page has been launched. A press release was sent to the Star and made the front page. Administrative Librarian Savage reminded the Board that a library trustee must attend a continuing education event between October 16, 2005 and no later than October 15, 2006 to satisfy this year's Per Capita Grant requirement. She also noted that she has been working on the digitalization grant and asked the Board if they wished to commit money to the project. Consensus from the Board was yes.

Correspondence:

Administrative Librarian Savage received a note from June Anhalt regarding a showing of her work at the Beverly Arts Center, thank-you notes from Trustee Poore and Trustee Meyer's families and a comment form.

Budget & Finance:

None.

Policy:

None.

Publicity:

None.

Building and Grounds:

Trustee Petrosino mentioned ongoing HVAC concerns. Administrative Librarian Savage noted an outside electrical testing source placed a recorder. It was discussed when to get the parking lot sealcoated. Due to use by St. Alexander's during the summer, it was agreed to postpone doing the parking lot till Labor Day weekend. The building custodian could restripe for the summer.

Personnel:

None.

Friends of the Library Liaison:

Trustee Poore reported the Friends had a new slate of officers: Bill Poore, President; Marge Damm, 1st Vice-President/Programs; Joan Meyers, 2nd Vice-President/ Membership; Joyce Eddy, Secretary; and Jean Pacholski, Treasurer. The Friends will be greeters at the Farmers Market on June 21st and August 9th. Membership period for the Friends runs May - May, so members will have to renew by the next Book Sale to gain admission for Preview Night. The Book Sale will run Friday, August 11 through Tuesday, August 15th, concluding with a 3 hour Bag Sale.

City Council Liaison:

Trustee Poore reported that Council Meetings will start at 7 pm, effective with the first meeting in June. The official census figure was announced at 12,960 - an increase of 1,700. There is discussion for a new pool. Noted from the last meeting, St. Alexander's was given a substantial price break on the building permit for their parking lot from \$5,000 to \$2,250.

Local History:

None

Long Range Planning:

None.

Old Business:

HVAC - Trustee Petrosino and Administrative Librarian Savage addressed under Building and Grounds.

St. Alexander's Sidewalk - Administrative Librarian Savage noted Trustees Lawler and Barista, as well as herself, had reviewed the contract and made corrections, as well as, have been monitoring the situation. Trustee Barista signed the contract per Board direction. The Library had not received the liability insurance, building permit or signed agreement. Last week a contractor started work and had torn down a portion of the fence. The Board requested that the Administrative Librarian write a letter requesting the documents and express concern regarding the appearance of their property. Copy to be sent to the Building Commissioner and Father Cronin.

Adjacent Library Property - Trustee Eden noted that she had been unable to investigate, but would do so.

New Business:

Audit - Ed Tracy from Seldon Fox, Ltd. presented an audit report at the beginning of the meeting. The Library is very financially healthy. Trustee Poore moved to accept the audit as presented, seconded by Trustee Eden. On a voice vote, the motion carried unanimously.

Prevailing Wage Resolution - Administrative Librarian Savage presented the Prevailing Wage Resolution. Trustee Meyer moved to accept the Prevailing Wage Resolution as presented, seconded by Trustee Roscich. On a voice vote, the motion carried unanimously.

Non-resident Policy and Fee - Administrative Librarian Savage presented the Non-resident Policy and Fee and described the method used to calculate it. The non-resident fee would be \$277 a year per family. Trustee Petrosino moved to accept as presented, seconded by Trustee Eden. On a voice vote, the motion carried unanimously.

Board Members Terms Expire - Administrative Librarian Savage noted that Trustees Roscich, Eden and Barista's terms would be expiring and asked if they would like to be reappointed. All were interested in being reappointed and Administrative Librarian Savage said she would inform the Mayor.

Trustee Lawler requested to see the ethics stubs if anyone had received and noted who had received them.

Adjournment:

Trustee Meyer moved, Trustee Poore seconded, to adjourn the meeting. On a voice vote, the motion carried unanimously. President Beth Barista adjourned the meeting at 8:42 pm.

Patricia Muller
Secretary