

Stickney-Forest View Public Library District
Board of Trustees
Minutes of the Regular Board Meeting
February 24, 2010

The meeting was called to order at 7:00 p.m. by Board President S. Hosek. Present at roll call were President S. Hosek, Secretary M. Blatter, Treasurer L. Santilli, Trustee C. Dumas, Trustee J. Lopez, Trustee F. Drnek and Trustee J. Bruscato. Present from Citizen's Bank was Kathy Ercolini and Jesse Jimenez. Present from the Library staff: Staff Liaison, Eric Franklin; Adult Services Supervisor, S. Cottonaro, and meeting stenographer Roberta Richter. Also present was Marketing Consultant, Charisma Cannon.

Citizen's Bank- Kathy Ercolini, the Library's bank representative from Citizen's Bank, introduced the Board to new representative, Jesse Jimenez. The bank would like to do some activities with the Library for the patrons. K. Ercolini asked if a Library donation can be put in the bank and let the Board know that brochures can be put at the community table in the bank, as well.

Community Input- None

Cannon Consulting- The Board stated their disappointment with the following:

- There was a missed opportunity to include the entire Board in a photo opportunity regarding a check presentation from Standard Bank. They felt that this was a perfect public relations opportunity that could have been covered by the local newspaper.
 - The Library has not received the donation funds, which C. Cannon had stated on several occasions, the Library would be getting. C. Cannon was aware of the need for the donations to match the funds for the Gates Grant, which is due March 1, 2010, but has yet to secure all of the funds she stated she had raised.
 - There is continued failure in communication between C. Cannon and the Library staff regarding events and staffing needs, despite numerous directives and reminders from Board and staff. Staffing needs for March have not been presented to the staff as of the Board meeting date.
 - Advertising for the Mardi Gras event was lacking, not put up in a timely fashion and two fliers stated that a performer would be at the Library "tomorrow", which could be cause for confusion on the day of the event. Direction from C. Cannon to the staff during the Mardi Gras event was deficient.
 - There was no advertising done by C. Cannon for performer Jimmy Boyce
- S. Hosek motioned to go into Executive Session at 7:51 p.m. and F. Drnek seconded the motion.

Roll call results were:

Aye- S. Hosek, M. Blatter, L. Santilli, F. Drnek, C. Dumas, J. Lopez and J. Bruscato

Nay- none

Absent- none

Abstain- none

The Board came out of Executive Session at 8:15 p.m.

F. Drnek motioned to terminate C. Cannon as of February 24, 2010 and M. Blatter seconded the motion.

Roll call results were:

Aye- S. Hosek, M. Blatter, L. Santilli, F. Drnek, C. Dumas, J. Lopez and J. Bruscato

Nay- none

Absent- none

Abstain- none

Break at 8:20

Back at 8:25

Cannon Consulting (continued)-

- C. Cannon presented the Board with the ads that would go into the Pace buses. The ads will go up March 1st thru Nov 31st. She also presented the cost for the printing of the ads. The Board felt that C. Cannon led them to believe that this project would be free. C. Cannon stated that she just found out about the cost.
- There is discussion about the donation cans that have been placed in the Library and in local business. C. Cannon has thirty cans, but only eleven are out. She sealed the tops on the cans and planned to change out the cans when they were full.

C. Cannon defended all of the issues that the Board brought before her. The Board reviewed her performance and her defenses and found that her rebuttal was weak and unconvincing. In addition, the Board had evidence that contradicted some of what C. Cannon claimed. The Board informed C. Cannon of their decision to end the Library's relationship with her. They requested that C. Cannon turn in her list of contacts, a list of locations where donation cans were placed, and any other information regarding unfinished projects. C. Cannon agreed to have all of the information that the Board requested to them by next week.

Staff Liaison- E. Franklin stated that the staff and patrons were asking about the donation cans and were unsure as to what the Library is collecting funds for. The Board explained that the Library is collecting funds for the Gates Grant. E. Franklin agreed to put a new flyer in the cans stated what the Library is collecting for. After the collecting is over, a "thank you" to the patrons should be posted. The cans will be kept out for a longer period of time than what was initially decided. S. Cottonaro stated that she would be in the Library during the Chocolate, Chocolate Program, and that she would take on the Youth Art Explosion. She agreed to reach out to N. Pajeau regarding this program, as well. S. Cottonaro also agreed to send out an email to staff regarding C. Cannon's release and she agreed to speak with them about the subject during each person's next shift.

Administration/Supervisor Reports- The Board is glad to see so much activity going on in the Library. The computer classes and programs are going well.

Secretary's Minutes-

- January 27, 2010- Regular Meeting: filed for audit as written
- January 27, 2010- Executive Meeting: filed for audit as written
- February 2, 2010- Special Meeting: filed for audit as written
- February 2, 2010- Executive Meeting: filed for audit as written
- February 10, 2010- Technology Committee Meeting
- February 10, 2010- Building & Grounds Committee Meeting: R. Richter presented the
- Board with a handout from N. Pajeau with information regarding the Security Gates. S. Cottonaro agreed to meet with N. Pajeau regarding questions that the Board had.

Financial Report-

Treasurer's Report: L. Santilli will be working to ensure that the Special Reserve Fund is tracked. L. Santilli answered questioned that were brought to the Board from the Lions Club regarding the Bond.

Revenue & Expense Report: Discussion about percentages of revenue and expense.

Transaction List by Vendor: The invoice for O'Reilly's Flowers covered the cost of a plant that was sent to a staff member who was recovering from surgery. Two Board members re-quested more information about reimbursements for C. Cannon and R. Richter emailed them the information they asked for.

Warrants- The board reviewed the payroll from 1/4-1/17/10, pay date 1/27/10, check #7753-7755, and 12 Debits, Federal tax is a Debit, IL tax is check #7757; payroll from 1/18-1/31/2010, pay date 2/10/2010, check #7759-7761 and 11 Debits, Federal tax is a Debit, and IL tax is check #7763 and IMRF is a Debit.

L. Santilli motioned to pay the payroll and J. Lopez seconded the motion.

Roll call results were:

Aye- S. Hosek, M. Blatter, L. Santilli, F. Drnek, C. Dumas, J. Lopez and J. Bruscato

Nay- none

Absent- none

Abstain- none

Invoices were reviewed. Invoices presented for payment were check #s 7758, 7764, 7766-7801, 6 Debits & 1 Void, #7765; totaling \$20,139.68

L. Santilli motioned to pay all of the invoices and S. Hosek seconded the motion.

Roll call results were:

Aye- S. Hosek, M. Blatter, L. Santilli, F. Drnek, C. Dumas, J. Lopez and J. Bruscato

Nay- none

Absent- none

Abstain- none

FYI-

- Updated Employee Contact List
- Ads in Suburban Life

New Business-

- Thank You for Designer: After discussion the Board, decided to just send a thank you letter to the designer of our Library logo and 75th anniversary logo.
- Extended hours for Friday, March 26th (Viewing of the movie New Moon 5:30-8:30) Approved.

Other-

- Reaching Forward: two staff members will be attending this event.
- Staff Quarterly. The Board stated that it was okay for staff to have overtime for the meeting.

Hearing no objections the meeting was adjourned at 9:15 p.m.

Respectfully Submitted,

Marjorie Blatter; Secretary

(Minutes recorded by stenographer, Roberta Richter)