

Stickney-Forest View Public Library District
Board of Trustees
Minutes of the Board Meeting
March 23, 2011

The meeting was called to order at 7:04 pm by Board President S. Hosek. Present at roll call were President S. Hosek, Secretary M. Blatter, Trustee J. Bruscato, Trustee C. Dumas and Trustee J. Lopez. Present from the Library staff were Staff Liaison, E. Seeskin, Library Director, S. Cottonaro, and Meeting Stenographer, R. Richter. Present from the Community: L. Sexton and D. Adamczyk. Treasurer L. Santilli arrived at 7:24 pm.

Community Input: None

Staff Liaison: The liaison brought a list of ideas for the Block Party, to be discussed later in the meeting.

Secretary's Minutes:

February 23, 2011- Regular Board Meeting Minutes: filed for audit as written.

Department Reports: The Board President is glad to see the Library street signs posted throughout town, and she is also thrilled that more Central Stickney residents are patronizing the Library. The Board would like to see more information from the Youth Services Department and feels there could be more growth and dynamic programming in this department. They are glad to see that the Parents as Teachers program is consistently doing well. The Board would like to see bilingual programs for parents and children. There was discussion about what will be done with the money from the Gates Grant. The Director met with SWC regarding the options the Library will have for the money in regards to technology. There is hope that the computer system will be virtualized. This would allow for the Library to run updates from the server. There would still be USB hubs available for patron use, as there are currently. The computers would be protected from viruses through the server, and the server chosen would allow room for growth. The Per Capita Grant money is set up to supplement the current budget for Library programs.

Revenue & Expense Report: The Board President voiced her concern about the Adult Services budget. The Director stated that she spoke with the Head of the Department regarding this issue and said that most of the programs are already set up and there is money available in the Adult Services budget. The Board asked about two bills from Zabinski Consulting; one was for work on the quarterlies and the other was a bill that was not received at the original invoice date, and was considered past due. There were no penalties for the past due bill.

Warrants: The Board reviewed the payroll from 2/14/11-2/27/11, pay date 3/9/11, check #8549-8551 & 14 debits, Fed tax, IL are debits, State disbursement check #8552, payroll from 2/28/11-3/13/11, pay date 3/23/11, check #8581-8583 & 14 debits, Fed tax, IL tax, & IMRF were all debits, State disbursement check #8580.

C. Dumas motioned to pay the payroll and J. Bruscato seconded the motion.

Roll call results were:

Aye- S. Hosek, M. Blatter, J. Lopez, J. Bruscatto and C. Dumas

Nay- none

Absent- L. Santilli

Abstain- none

Invoices were reviewed. Invoices presented for payment were checks #8553-8579 & 7 debits totaling \$11,203.21.

J. Lopez motioned to pay the invoices and C. Dumas seconded the motion.

Roll call results were:

Aye- S. Hosek, M. Blatter, J. Bruscatto, J. Lopez and C. Dumas

Nay- none

Absent- L. Santilli

Abstain- none

Block Party Planning, June 11, 2011 (Brainstorming): The Trustees and Library staff present discussed a list of event ideas. The events are good for all ages. L. Santilli arrived to the meeting. The Director has made several attempts to contact St. Pius to make them aware of the event. She will also be sure to get permission from the residents to have the alley closed. Food for the event: The Director would like to have hot dogs, chips, and soda. The Board would like to have Villa Nova attend. D. Adamczyk works for Villa Nova and stated that it would like to participate. The hours of the block party will be 9 am to 3 pm. There was discussion about the games from last year's event and supervision at each of the games. Pop-up tents will be needed for vendors and events. There should be multiple face painters available. Ideas for live music: mariachis, Morton College Choir, students from the middle school or the high school. Vendors will be contacted regarding raffle prizes.

July Board Meeting Date Change (July 20, 2011): The Director will be unavailable on the original meeting date and asked that the meeting date be changed to allow her to be present at the July meeting. The Board agreed to the new date of July 20, 2011.

Relay for Life, May 20-21, 2011: Discussion about event details and participation.

Treasurer's Report: The Board President asked the Director to look into G.E. Plus regarding money market funds. There was discussion about monies coming in and current accounts. C. Dumas will talk to Hinsdale Bank regarding the possibility of opening an account with them.

Staffing Hours: Full-time employees currently work 40 hours and schedule themselves 42.5 hours - with the extra 2.5 hours counting as unpaid lunch time. The Director proposed to change the full-time hours to 37.5 hours. This idea was discussed at the last Department Head meeting and was unanimously well-received. There is discussion about how employees feel about this decision, the budget, and the reasoning behind this decision.

J. Lopez motioned to change the work week for full-time employees from 40 to 37.5 hours and S. Hosek seconded the motion.

Roll call results were:

Aye- S. Hosek, J. Bruscatto, J. Lopez and C. Dumas

Nay- L. Santilli

Absent- none

Abstain- M. Blatter

Resolution 2011-02: Resolution to Appoint an Interim Trustee- At 8:13 pm S. Hosek motioned to go into Executive Session to discuss the two candidates interested in the position and M. Blatter seconded the motion.

Roll call results were:

Aye- S. Hosek, M. Blatter, L. Santilli, J. Lopez, J. Bruscatto and C. Dumas

Nay- none

Absent- none

Abstain- none

The Board came back from Executive Session at 8:32 pm

The Board interviewed L. Sexton at 8:33 pm.

The Board interviewed D. Adamczyk at 8:48 pm.

S. Hosek motioned to go into Executive Session at 8:55 pm and L. Santilli seconded the motion.

Roll call results were:

Aye- S. Hosek, M. Blatter, L. Santilli, J. Lopez, J. Bruscatto and C. Dumas

Nay- none

Absent- none

Abstain- none

The Board came back from Executive Session at 9:09 pm. L. Santilli motioned to appoint D. Adamczyk as Interim Trustee and J. Bruscatto seconded the motion.

Roll call results were:

Aye- S. Hosek, M. Blatter, L. Santilli, J. Lopez, J. Bruscatto and C. Dumas

Nay- none

Absent- none

Abstain- none

The Board asked L. Sexton to rejoin the meeting and informed her of the Board's decision to appoint D. Adamczyk to the Board. The Board asked D. Adamczyk to join the Board of Trustees to fill the position until 2013. D. Adamczyk accepted the position.

Hearing no objections the meeting was adjourned at 9:18 pm.

Respectfully Submitted,

Marjorie Blatter; Secretary (Minutes recorded by stenographer, Roberta Richter)