

The Board of Trustees of the Bensenville Community Public Library District held a regular meeting on Tuesday, February 16, 2016. The meeting was called to order at 7:30 p.m. by Susan Diamond, President.

Trustees Present: Susan Diamond, Nancy Rizzo, Mandi Zalewski, Sergio Zgrzebski, Jim Ricker

Trustee Absent: Susan Earley, Linda Weiss

The Chair verified the existence of a quorum.

Also present: David Sieffert, Tekolya Brown, Chris Sloan, Sue Feddersen, Elizabeth Villegas, Anne Gonzales, Jeff Stanek

Hearing of Delegations: Elizabeth is an 8th grader on Student Council and Anne is a Junior on Student Council.

January minutes page 3 about 5K race should state early sign-up reduces the fee; it does not avoid the fee.

MOTION: Mandi Zalewski moved to approve the minutes of the January 18, 2016 regular meeting as amended. Seconded by Sergio Zgrzebski

Roll Call: Aye: Ricker, Rizzo
Zgrzebski, Diamond, Zalewski

Nay: None
Absent: Earley, Weiss

MOTION: Zalewski moved to approve checks #59393-59517 including no Petty Cash Checks for a total amount of \$228,039.84 Seconded by Rizzo

Ricker questioned statement of cash investments- Sieffert stated it is not a balance sheet.

Roll Call: Aye: Ricker, Rizzo,
Zgrzebski, Diamond, Zalewski,

Nay: None
Absent: Earley, Weiss

The Chair directed the Treasurer's Report for the month of January 2016 be filed for audit.

Resolution NO. 962-16 Tax Collected Revenue

MOTION: Ricker moved to Resolution NO. 962-16 Tax Revenue.
Seconded by Zgrzebski.

Roll Call: Aye: Ricker, Rizzo,
Zgrzebski, Diamond , Zalewski

Nay: None
Absent: Earley, Weiss

DISCUSSION:

Building walk through- Jeff Stanek handles the library's maintenance gave a walk-through of the building and pointed out current and future maintenance projects required to upkeep the library. Overall the building is in pretty good shape. Sump pump does not have a back -up and there is no alarm if we take on water.

In the future we may want to change from single pane windows to thermal pane.

The ceiling is dirty and will need to be cleaned at some point.

The office lighting is not LED and will need to be replaced at some point in the near future.

The parking lot and outdoor lighting is excellent. It is 100% LED Outside. The retaining wall is leaning will keep monitoring it.

Building wiring is old in general and building may require new wiring in the future.

We need to get a new book return and keep it off the ground. Water collects from rain and snow causing rust.

The carpeting is worn and replacement is needed soon.

Talked about re-organizing meeting room to better serve the public who rent the room.

Construction Update- Progress is moving swiftly. Roofing, shelving, framing, heating, air and electrical complete.

Drainage Quotes- We have received three quotes. Two are around \$20,000. Considering Drainmaster's of Roselle with a quote of \$10,000. It comes with a 10 year warranty and includes restoration of lawn and plants.

This is higher priority for the Spring or after the new fiscal year.

Cleaning Quotes- The library will be changing cleaning company. Three quotes were received. The best candidate seems to be Complete Cleaning. They are approximately \$300.00 dollars less per month than current contract. They service multiple libraries, also ADP in Elk Grove.

The library will not be locked into long term contract; there is a 30 day cancellation policy.

Sieffert spoke with lawyer confirmed library does not have to go out to bid.

INFORMATION:

Library Staff reports attached.

Trustees are pleased with reports. They are well written and very informative.

BIG: None

Bensenville Community Foundation – Human Race fundraiser is currently in progress.

RAILS- MAGIC is meeting the week of February 22, 2016

Statistics: attached

Library Programs and Services:

Oscars Viewing Party 2/28/16: Kelly will host an after-hours party including a red carpet watch. Event will be held in the large meeting room.

Chicago Folklore Ensemble 3/13/16: A Quintet that plays traditional folk music.

Adult Services: The first sessions for the Chrome Book classes are coming to a close.

Chris Sloan is planning summer events.

The Spanish computer classes are going good.

Youth Services: Refer to Kelly Watson's report.

Community Information:

DuPage Human Race: Saturday April 30, 2016: Participants can choose to do a 2K fitness walk or a 5K run.

Northern Illinois Food Bank –Mobile Pantry- Saturday February 27, 2016: Will be located in Blackhawk Elementary School.

The mobile pantry has more fresh meat and vegetables than the regular food pantry.

ADJOURNMENT: Ricker moved to adjourn the meeting at 8:37 p.m. Seconded by Zalewski and carried unanimously.

Roll Call: Aye: Ricker, Rizzo,
Zgrzebski, Diamond, Zalewski

Nay: None

Absent: Earley, Weiss

Nancy Rizzo, Secretary