

Bensenville Community Public Library Board Meeting

Meeting Minutes
June 25, 2018

CALL TO ORDER:

The Board of Trustees of the Bensenville Community Public Library District held a regular meeting on Monday May 21, 2018. The meeting was called to order at 7:30 p.m. by Susan Diamond, President.

Trustees Present: Jim Ricker, Susan Diamond, Tina Lux, Kathy Quinn, Mandi Zalewski, Linda Weiss, Susan Earley

Trustees Absent:

Also Present: David Sieffert, Chris Sloan, Sue Feddersen, Amanda Carr, Tekolya Brown

HEARING OF DELEGATIONS:

None

APPROVAL OF MINUTES:

MOTION: Zalewski moved to approve the minutes of the May 21, 2018 Regular Meeting. Seconded by Ricker

Roll Call:

Aye: Weiss, Ricker, Lux, Quinn
Zalewski, Diamond, Earley

Nay: None

Absent: None

APPROVAL OF CHECKLISTING:

MOTION: Weiss moved to approve checks #62443-62493 for a total amount of 75,591.53 Seconded by Earley.

Roll Call:

Aye: Weiss, Ricker, Lux, Quinn

Earley, Zalewski, Diamond
Nay: None
Absent: None

The Chair directed the Treasurer's Report for May 2018 be filed for audit.

Motion approved and carried unanimously.

RESOLUTION NO. 975-18 AMENDED BUDGET FOR 2018-2019:

MOTION: Ricker moved to approve Resolution No. 975-18 Amended Budget for 2018-2019 Seconded by Earley.

Roll Call:
Aye: Zalewski, Weiss, Diamond,
Earley, Ricker, Lux, Quinn
Nay: None
Absent: None

Motion approved and carried unanimously.

RESOLUTION NO. 976-18 TRANSFER OF FUNDS:

MOTION: Zalewski moved to approve Resolution No. 976-18 Transfer of Funds Seconded by Quinn.

Roll Call:
Aye: Zalewski, Weiss, Diamond,
Earley, Ricker, Lux, Quinn
Nay: None
Absent: None

Motion approved and carried unanimously.

ORDNANCE NO. 982-18 PREVAILING WAGE LAW:

MOTION: Zalewski moved to approve Ordinance No. 982-18 Prevailing Wage Seconded by Weiss.

Roll Call:
Aye: Zalewski, Weiss, Diamond,
Earley, Ricker, Lux, Quinn
Nay: None
Absent: None

Motion approved and carried unanimously.

DISCUSSION:

ROOFING REPAIR UPDATE:

Squirrels chewed through. Support beam is rotted out. Special scaffolding needed to repair.

QUOTE FOR DRAINAGE ON BACK PATIO:

Drainmasters did the front in the past. Formal quote not complete yet, but not to exceed \$6000.00 to put in drains tubes. Tubes will run through walkway so as not to disturb plants.

SIDEWALK REPLACEMENT- LATE JULY\ EARLY AUGUST:

Forms for permit submitted for five feet wide expansion to Blackhawk. District 2 will cover about \$10,000.00 and the library will cover \$7,500.00. Project will begin in late July or early August.

STAFF\TRUSTEE SHIRTS:

Polo's -Sieffert brought sample polo and pullover shirts that will be available to trustees and staff for \$20.00/\$30.00 respectively.

TRUSTEE IPADS:

Trustees will receive iPads for receiving board minutes. Library received 10% government discount. Devices will be property of the library and will be setup as institutional. Trustees will sign form upon receipt and return when term ends. Sieffert will explore procedure for trustees to purchase iPads at end of term.

OLD SECOND\FIFTH THIRD UPDATE:

MB Financial is becoming Fifth Third in the coming year. An ACH account is set up so the library can transfer funds as needed.

Sieffert spoke with a representative at Old Second, looking for better rates in reserve Money Market account.

APPOINT SECRETARY'S AUDIT COMMITTEE:

Zalewski and Quinn were appointed. Trustees will arrive 30 min early for the July meeting.

AFFILIATIONS:

BIG- Diamond sent email addressing her concerns about the BIG group not meeting per the bylaws. Suggested that group should consider disbanding or modifying bylaws to stay in compliance. Sieffert said he will discuss with BIG Administrators to gauge interest.

BENSENVILLE COMMUNITY FOUNDATION- 50/50?

July 4th will sell tickets at Liberty Fest.

RAILS/SWAN- De-duplication happened over Memorial Day. The catalogue is much cleaner. Member Services manager, passed away.

INFORMATION:

Library Staff Reports (attached)

Statistics (attached)

Update to statistics page will include a legend for the last page. Sloan is working to make it concise.

Lux attended Chinese Calligraphy program and enjoyed it very much. A special thanks to library patron Mr. Feng for assistance.

Diamond attended the Tapas and Canapés with Chef Bryan program, which she enjoyed.

Library Programs and Services:

Adult Services Update:

Working on Fall programming. Training for electronic archiving has been pushed back until August. Applied for, and received Beacon Society Grant for Sherlock Holmes program.

Youth Services Update:

There have been 220 signups for Summer Reading so far and more signups daily. Working on submissions for Fall program guide. Tween afterschool program meets 4 days per week and has various themes including STEM.

BENSENVILLE READS 2018:

Author that was originally booked discovered schedule conflict. Still looking at options.

COMMUNITY INFORMATION

July 4th Liberty Fest- Library will walk in parade, and throwing out T-shirts courtesy of Vendetta Screen Printing.

Faces of Bensenville Art Project- Chad and Anthony will produce from a grant submitted by the DuPage Foundation. They will artistically modify portraits and put on display around Bensenville.

Street Beat 5k Walk\Run-Sieffert will run in this event, held on September 29, 2018

ADJOURNMENT

MOTION: Ricker moved to adjourn the meeting at 8:07 pm Seconded by Quinn. Motion approved and carried unanimously.

Roll Call:

Aye: Weiss, Ricker, Lux, Quinn
Earley, Zalewski, Diamond

Nay: None

Absent: None

Tina Lux, Secretary