

**NILES PUBLIC LIBRARY DISTRICT
BOARD MEETING MINUTES
February 15, 2006
7:00 P.M.
Computer Room
6960 Oakton Street
Niles, Illinois**

Call to Order

The meeting was called to order by President Dennis O'Donovan at 8:40 p.m. Trustees present were: Vice President Morgan Dubiel, Secretary Barbara Nakanishi, Trustees Patrick Cross and Fred Kudert. Ms. Maureen Polcyn gave previous notice. Mr. Dan Vonder Heide was absent.

Staff present were: Val Clark, Adult/Young Adult Reference Services Supervisor; Cary J. Czarnecki, Library Administrator; Barb Kruser, Reader's Advisory/Audiovisual Services Supervisor; Susan Lempke, Children's Services Supervisor; Mike O'Keefe, Business Manager; Linda Weiss, Library Services Manager; and Diane Winberg, Administrative Assistant.

Approval of Minutes

*Regular Board Meeting
January 18, 2006*

Mr. Dubiel MOVED the Library Board of Trustees approve the Minutes of the Regular Board Meeting of January 18, 2006. Ms. Nakanishi SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Kudert, Nakanishi, O'Donovan.

Nays: None.

Motion PASSED.

*Personnel & Policy
Committee Meeting
January 18, 2006*

Mr. Dubiel MOVED the Library Board of Trustees approve the Minutes of the Personnel and Policy Committee Meeting of January 18, 2006. Ms. Nakanishi SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Kudert, Nakanishi, O'Donovan.

Nays: None.

Motion PASSED.

*Executive Session
Personnel & Policy Committee
January 18, 2006*

Mr. Dubiel MOVED the Library Board of Trustees approve the Executive Session Minutes of the Personnel and Policy Committee Meeting of January 18, 2006. Mr. Cross SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Kudert, Nakanishi, O'Donovan.

Nays: None.

Motion PASSED.

Treasurer's Report

Mr. Dubiel MOVED the Library Board of Trustees approve the January Treasurer's Report as submitted to the Board. Ms. Nakanishi SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Kudert, Nakanishi, O'Donovan.

Nays: None.

Motion PASSED.

Payment of Bills

Mr. Dubiel MOVED the Library Board of Trustees approve the payment of the bills for operating expenses of \$168,708.73, payroll expenses of \$225,320.69 for a total monthly expense of \$394,029.42. Ms. Nakanishi SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Kudert, Nakanishi, O'Donovan.

Nays: None.

Motion PASSED.

Administrator's Report

Mr. Czarnecki started his report with a reminder of the Staff and Trustee Party to be held on Friday, February 17th.

Mr. Czarnecki thanked Ms. Peg Ciszek of the Children's Department for her presentation to the students of Nelson School. Thank you cards from the kids were put on the table for the Trustees to read.

Included in the Board Packet, was background information on the North Suburban Library System Reciprocal Borrowing Program Guidelines. Any questions the Trustees have regarding the program can be presented to the NSLS trustee who will be present at the March Board Meeting. A motion to ratify the North Suburban Library System Reciprocal Borrowing Program will be presented at the March Board Meeting.

Mr. Kudert asked that if any information is provided regarding the Trustee visit in March, to please pass it along to the Trustees prior to the March Board Meeting.

RECOMMENDED MOTIONS

*Sale of Booklets
Library-Sponsored Events*

Mr. Dubiel MOVED the Library Board of Trustees authorize the sale of booklets at library-sponsored events on April 4 and April 6, 2006. Mr. Kudert SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Kudert, Nakanishi, O'Donovan.

Nays: None.

Motion PASSED.

*Sale of Books and CD's
Library-Sponsored Event*

Mr. Dubiel MOVED the Library Board of Trustees authorize the sale of books and CD's at a library-sponsored event on April 15, 2006. Mr. Cross SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Kudert, Nakanishi, O'Donovan.

Nays: None.

Motion PASSED.

*Sale of Books
Library-Sponsored Event*

Mr. Dubiel MOVED the Library Board of Trustees authorize the sale of books at a library-sponsored event on July 12, 2006. Mr. Kudert SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Kudert, Nakanishi, O'Donovan.

Nays: None.

Motion PASSED.

*Library Policy
Verbatim Record of Closed
Meetings*

Mr. Dubiel MOVED the Library Board of Trustees approve the attached policy regarding the verbatim record of closed meetings. Mr. Kudert SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Kudert, Nakanishi, O'Donovan.

Nays: None.

Motion PASSED.

*Name Change
Youth Services Department*

Mr. Dubiel MOVED the Library Board of Trustees approve changing the name of the Children's Services Department to the Youth Services Department, effective February 16, 2006. Ms. Nakanishi SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Kudert, Nakanishi, O'Donovan.

Nays: None.

Motion PASSED.

Resolution 06-1

Mr. Dubiel MOVED the Library Board of Trustees approve Resolution 06-1, a Resolution of the Niles Public Library District, Cook County, Illinois authorizing the Secretary of the Board of Library Trustees to Make Certain Closed Session Meeting Minutes Available for Public Inspection. Ms. Nakanishi SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Kudert, Nakanishi, O'Donovan.

Nays: None.

Motion PASSED.

Meeting Room Requests

Mr. Dubiel MOVED the Library Board of Trustees approve the meeting room requests submitted for approval at the Board Meeting of February 15, 2006. Ms. Nakanishi SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Kudert, Nakanishi, O'Donovan.

Nays: None.

Motion PASSED.

Communications

There were none.

Hearing of Delegates

There were none.

Secretary's Report

There was no report.

Committee Reports

Building and Grounds—There was no report.

Finance – There was no report.

Grievance – There was no report.

Personnel & Policy – There was no report.

Audit – There was no report.

Liaison Reports

Friends of the Library – There was no report.

Legislation – There was no report.

North Suburban Library System – There was no report.

Old Business

There was none.

New Business

Hires/Resignations

Mr. Dubiel MOVED the Library Board of Trustees approve the resignation of Shelley Holub from the part-time position of Library Page, effective January 18, 2006; the appointment of Desislava Topalova to the part-time position of Library Page at a rate of \$7.50 per hour, effective February 7, 2006; the appointment of Lynn Terwillegar to the part-time position of Library Page at a rate of \$7.50 per hour, effective February 8, 2006. Mr. Kudert SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Kudert, Nakanishi, O'Donovan.

Nays: None.

Motion PASSED.

Mr. O'Donovan reported that Chili's would like to sponsor the library's reading programs by supplying the library with plastic bags.

Salary Increase

Mr. Donovan MOVED the Library Board of Trustees accept the recommendation of the Personnel and Policy Committee for a 3% increase to Cary Czarnecki retroactive with his anniversary date of August 1, 2005. Mr. Kudert SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Kudert, Nakanishi, O'Donovan.

Nays: None.

Motion PASSED.

Adjournment

Mr. Dubiel MOVED to adjourn. Mr. Kudert SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Kudert, Nakanishi, O'Donovan.

Nays: None.

Motion PASSED.

The meeting adjourned at 9:00 p.m.

President

Secretary