

**NILES PUBLIC LIBRARY DISTRICT
BOARD MEETING MINUTES**

May 17, 2006

7:00 P.M.

**Computer Room
6960 Oakton Street
Niles, Illinois**

Call to Order

The meeting was called to order by Vice President Morgan Dubiel at 7:03 p.m. Trustees present were: Secretary Barbara Nakanishi, Treasurer Maureen Polcyn, and Trustee Patrick Cross. Mr. Dan Vonder Heide arrived at 7:05 p.m. Mr. Dennis O'Donovan and Mr. Fred Kudert gave previous notice.

Staff present were: Peg Ciszek, Youth Services Librarian; Cecilia Cygnar, Reader's Advisory/Audiovisual Services Librarian; Cary J. Czarnecki, Library Administrator; Barb Kruser, Reader's Advisory/Audiovisual Services Supervisor; Susan Lempke, Youth Services Supervisor; Mary Miller, Reader's Advisory/Audiovisual Services Librarian; Mike O'Keefe, Business Manager; Linda Weiss, Library Services Manager; Diane Winberg, Administrative Assistant; and David Ziegler, Youth Services Librarian.

Approval of Minutes

*Regular Board Meeting
April 19, 2006*

Ms. Nakanishi MOVED the Library Board of Trustees approve the Minutes of the Regular Board Meeting of April 19, 2006. Mr. Cross SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Nakanishi, Polcyn.

Nays: None.

Motion PASSED.

Treasurer's Report

Ms. Nakanishi MOVED the Library Board of Trustees approve the April Treasurer's Report as submitted to the Board. Ms. Polcyn SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Nakanishi, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

Payment of Bills

Ms. Nakanishi MOVED the Library Board of Trustees approve the payment of the bills for operating expenses of \$178,843.12, payroll expenses of \$223,077.87 for a total monthly expense of \$401,920.99. Ms. Polcyn SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Nakanishi, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

Administrator's Report

Mr. Czarnecki began his report with the good news that a check was received in the amount of \$10,000 from the State of Illinois. The money will be used for damper replacement and duct repair on the library's HVAC system. The grant was made possible through the efforts of State Senator Ira Silverstein, who represents the 8th Legislative District.

Mr. Czarnecki then referred to the recommended changes to the meeting room policy stating that the Library Administrator, and not the Library Board of Trustees, would have the authority to approve or disapprove the use of our meeting rooms. Meeting room requests would no longer be presented as a motion at the monthly meetings. The motion will be presented at the June Board Meeting.

With the WI-FI policy now in effect and available to library patrons, Mr. Czarnecki had a laptop set-up to demonstrate to the Trustees how the wireless network operates.

At the request of Mr. Kudert, Linda Weiss gave a summary of the "top three key ideas/concepts" in terms of priority and fit with the Niles Library as discussed by staff who attended the PLA Conference. The three key ideas are 1) the customer-centered library; 2) your website as your branch or virtual library; and 3) Friends and Foundation—what they can do for the library.

A review of the updated version of the Library's Long Range Plan was held with the Trustees.

Mr. Czarnecki ended his report with a reminder of the Finance Committee Meeting scheduled for Thursday, May 18, at 7:00 p.m.

RECOMMENDED MOTIONS

*Sale of Items
Library-Sponsored Events*

Mr. Dubiel MOVED the Library Board of Trustees authorize the sale of items at library-sponsored events on June 29, 2006, July 27, 2006, and July 28, 2006. Ms. Polcyn SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Nakanishi, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

Postmaster of Morton Grove

Mr. Dubiel MOVED the Library Board of Trustees authorize payment to the Postmaster of Morton Grove in the amount of \$2,050.00 . Ms. Polcyn SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Nakanishi, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

*Disposal of Equipment
Reader Printer*

Mr. Dubiel MOVED the Library Board of Trustees authorize disposal of a Minolta Reader Printer, model RP503. Ms. Polcyn SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Nakanishi, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

*Disposal of Equipment
Book Truck*

Mr. Dubiel MOVED the Library Board of Trustees find that the Library book truck is no longer useful for Library purposes, that it has a present value of less than \$1,000 and hereby authorize the disposal of it.
Ms. Polcyn SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Nakanishi, Polcyn, Vonder Heide.

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 May 17, 2006.
Mr. Cross SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Nakanishi, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

Communications

They were included in the Board Packet.

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 Ann Testa from the part-time position of Circulation Services Clerk, effective

May 12, 2006; the resignation of Desislava Topalova from the part-time position of Library Page, effective May 14, 2006; and the appointment of Desislava Topalova to the part-time position of Circulation Services Clerk, at a rate of \$10.50 per hour, effective May 15, 2006. Ms. Polcyn SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Nakanishi, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

Adjournment

Ms. Polcyn MOVED to adjourn. Mr. Vonder Heide SECONDED.

Roll Call Vote:

Ayes: Cross, Dubiel, Nakanishi, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

The meeting adjourned at 7:40 p.m.

President

Secretary