

**NILES PUBLIC LIBRARY DISTRICT
BOARD MEETING MINUTES
January 17, 2007
Computer Room
6960 Oakton Street
Niles, Illinois**

Call to Order

The meeting was called to order by Vice President Morgan Dubiel at 7:05 p.m. Trustees present were: Secretary Barbara Nakanishi; Treasurer Maureen Polcyn, and Trustee Fred Kudert. Mr. Patrick Cross and Mr. Dan Vonder Heide gave previous notice. Mr. Dennis O'Donovan 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; Mike O'Keefe, Business Manager; Ann Pasnick, Technical Services Supervisor; Linda Weiss, Library Services Manager; and Diane Winberg, Administrative Assistant.

Approval of Minutes

*Regular Board Meeting
December 13, 2006*

Ms. Nakanishi MOVED the Library Board of Trustees approve the Minutes of the Regular Board Meeting of December 13, 2006. Ms. Polcyn SECONDED.

Roll Call Vote:

Ayes: Dubiel, Kudert, Nakanishi, Polcyn.

Nays: None.

Motion PASSED.

*Executive Session
Personnel & Policy Committee
August 16, 2006*

Ms. Nakanishi MOVED the Library Board of Trustees approve the Executive Session Minutes of the Personnel and Policy Committee Meeting of August 16, 2006. Mr. Kudert SECONDED.

Roll Call Vote:

Ayes: Dubiel, Kudert, Nakanishi, Polcyn.

Nays: None.

Motion PASSED.

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

Ms. Nakanishi MOVED the Library Board of Trustees approve the Executive Session Minutes of the Personnel and Policy Committee Meeting of October 16, 2006. Mr. Kudert SECONDED.

Roll Call Vote:

Ayes: Dubiel, Kudert, Nakanishi, Polcyn.

Nays: None.

Motion PASSED.

Treasurer's Report

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

Roll Call Vote:

Ayes: Dubiel, Kudert, Nakanishi, Polcyn.

Nays: None.

Motion PASSED.

Payment of Bills

Ms. Polcyn MOVED the Library Board of Trustees approve the payment of the bills for operating expenses of \$151,550.75 and payroll expenses of \$240,618.98 for a total monthly expense of \$392,169.73. Mr. Kudert SECONDED.

Roll Call Vote:

Ayes: Dubiel, Kudert, Nakanishi, Polcyn.

Nays: None.

Motion PASSED.

Administrator's Report

Mr. Czarnecki announced that the Library's Winter Party will be held on Friday, February 16, 5:00-7:00 PM, in the Large Meeting Room. He asked the trustees to please let him know if they are not able to attend.

Secondly, Mr. Czarnecki thanked the Trustees for contributing to the party held on December 28. Those from the staff who were able to attend appreciated the party very much. Mr. Czarnecki asked that in the future more time be given so that the library can assist in publicizing the event and more staff can plan to attend.

Mr. Czarnecki then turned the floor over to Ms. Ann Pasnick who reported on the cost-saving measures of Technical Services.

RECOMMENDED MOTIONS

*Reader's Advisory/
Audiovisual Services
Department Name Change*

Ms. Nakanishi MOVED the Library Board of Trustees approve the name change of the Reader's Advisory/Audiovisual Services Department to the Adult Fiction and Audiovisual Services Department. Ms. Polcyn SECONDED.

Roll Call Vote:

Ayes: Dubiel, Kudert, Nakanishi, Polcyn.

Nays: None.

Motion PASSED.

*Oak Brook Mechanical
Services*

Ms. Nakanishi MOVED the Library Board of Trustees approve payment to Oak Brook Mechanical Services, Inc., in the amount of \$3,749.91. Mr. Kudert SECONDED.

Roll Call Vote:

Ayes: Dubiel, Kudert, Nakanishi, Polcyn.

Nays: None.

Motion PASSED.

*Confidential Treatment
of Executive Session Minutes*

Ms. Nakanishi MOVED the Library Board of Trustees approve that the executive session minutes from the following dates no longer require confidential treatment and can be made available for public inspection: July 19,2006; August 16, 2006; October 18, 2006; and October 18, 2006. Mr. Kudert SECONDED.

Roll Call Vote:

Ayes: Dubiel, Kudert, Nakanishi, Polcyn.
Nays: None.
Motion PASSED.

Sale of Items
Library-Sponsored Program

Ms. Polcyn MOVED the Library Board of Trustees approve the sale of items in the Large Meeting Room at a library-sponsored event on May 15, 2007.
Ms. Nakanishi SECONDED.

Roll Call Vote:
Ayes: Dubiel, Kudert, Nakanishi, Polcyn.
Nays: None.
Motion PASSED.

Disposal of
Library Equipment

Ms. Polcyn MOVED the Library Board of Trustees find that the following items are no longer useful for library purposes; that they have a present collective value of less than \$1,000, and hereby authorize the disposal of it: a 1993 Dodge Van. Mr. Kudert SECONDED.

Roll Call Vote:
Ayes: Dubiel, Kudert, Nakanishi, Polcyn.
Nays: None.
Motion PASSED.

Meeting Rooms

Mr. Czarnecki reported that all meeting room applications were approved.

Communications

They were included in the Board Packet.

Hearing of Delegates

Ms. Susan Lempke spoke to the Board on her behalf and that of her staff and the frustration they are feeling. She spoke about the ways that she and other library staff try to be very frugal with taxpayer money. She urged the Board to be more supportive of enabling the staff to provide better service to our patrons and more concerned about the space needs of the building.

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 Flavia Damsa from the part-time position of Library Page; effective December 18, 2006; the resignation of Donna Block from the full-time position of Reference Services Assistant, effective January 7, 2007; the appointment of Donna Block to the full-time position of Reference Services Librarian at a rate of \$15.90 per hour (\$31,000 annually), effective January 8, 2007; the resignation of Margaret Hennelly-Maniates from the full-time position of Reader's Advisory/Audiovisual Services Assistant, effective January 19, 2007; the appointment of Cyndi Rademacher to the full-time position of Reader's Advisory/Audiovisual Services Assistant at a rate of \$15.50 per hour, effective January 22, 2007. Mr. Kudert SECONDED.

Roll Call Vote:

Ayes: Dubiel, Kudert, Nakanishi, Polcyn.

Nays: None.

Motion PASSED.

Adjournment

Ms. Polcyn MOVED to adjourn. Mr. Kudert SECONDED.

Roll Call Vote:

Ayes: Dubiel, Kudert, Nakanishi, Polcyn.

Nays: None.

Motion PASSED.

The meeting adjourned at 8:00 p.m.

Vice President

Secretary