

**NILES PUBLIC LIBRARY DISTRICT
BOARD MEETING MINUTES
December 13, 2006
7:00 P.M.
Computer Room
6960 Oakton Street
Niles, Illinois**

Call to Order

The meeting was called to order by Secretary Barbara Nakanishi at 7:03 p.m. Trustees present were: Treasurer Maureen Polcyn, and Trustees Fred Kudert and Dan Vonder Heide. Mr. Morgan Dubiel and Mr. Dennis O'Donovan gave previous notice. Mr. Patrick Cross 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; Mary Miller, Reader's Advisory/Audiovisual Services Librarian; Mike O'Keefe, Business Manager; Ann Pasnick, Technical Services Supervisor; Kathy Pricone, Circulation Services Supervisor; Linda Weiss, Library Services Manager; and Diane Winberg, Administrative Assistant.

Also present: Pauline Forté, Pioneer Press.

Approval of Minutes

*Regular Board Meeting
November 15, 2006*

Mr. Vonder Heide MOVED the Library Board of Trustees approve the Minutes of the Regular Board Meeting of November 15, 2006. Ms. Polcyn SECONDED.

Roll Call Vote:

Ayes: Kudert, Nakanishi, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

Treasurer's Report

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

Roll Call Vote:

Ayes: Kudert, Nakanishi, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

Payment of Bills

Mr. Kudert MOVED the Library Board of Trustees approve the payment of the bills for operating expenses of \$131,672.98, debt service expenses of \$647,037.50, and payroll expenses of \$233,225.54 for a total monthly expense of \$1,011,936.02. Ms. Polcyn SECONDED.

Roll Call Vote:

Ayes: Kudert, Nakanishi, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

Administrator's Report Mr. Czarnecki began his report thanking Mike Ufheil and those staff that helped with the very successful Holiday Open House.

Secondly, Mr. Czarnecki reported Technical Services Supervisor Ann Pasnick will address the Board in January with the cost-saving measures that her department is taking.

RECOMMENDED MOTIONS

Adult/Young Adult Reference Services Name Change Mr. Kudert MOVED the Library Board of Trustees approve the name change of the Adult/Young Adult Reference Services Department to the Reference Services Department. Mr. Vonder Heide SECONDED.

Roll Call Vote:

Ayes: Kudert, Nakanishi, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

Sale of Materials Library-Sponsored Event Mr. Kudert MOVED the Library Board of Trustees approve the sale of materials in the Large Meeting Room at library-sponsored events on January 14, 2007 and February 11, 2007. Mr. Vonder Heide SECONDED.

Roll Call Vote:

Ayes: Kudert, Nakanishi, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

3M. Mr. Vonder Heide MOVED the Library Board of Trustees approve payment to 3M in the amount of \$9,591.00. Mr. Kudert SECONDED.

Roll Call Vote:

Ayes: Kudert, Nakanishi, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

Donation of Books Mr. Vonder Heide MOVED the Library Board of Trustees approve the donation of discarded library books to an Indian reservation in Fort Peck, Montana. Ms. Polcyn SECONDED.

Roll Call Vote:

Ayes: Kudert, Nakanishi, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

Disposal of Library Equipment Mr. Vonder Heide 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 them: two Wyse dumb terminals, one 3M book check, and three Chase Research terminal servers. Ms. Polcyn SECONDED.

Roll Call Vote:

Ayes: Kudert, Nakanishi, Polcyn, Vonder Heide.
Nays: None.
Motion PASSED.

Vis-O-Graphic

Ms. Polcyn MOVED the Library Board of Trustees approve payment to Vis-O-Graphic in the amount of \$3,758.31. Mr. Kudert SECONDED.

Roll Call Vote:
Ayes: Kudert, Nakanishi, Polcyn, Vonder Heide.
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

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

Mr. Kudert asked Mr. Czarnecki for an update on the questions asked by the Trustees regarding the status of the fund balance study and when the recommendations will be available for a brief update. Mr. O'Keefe replied that he will be addressing these issues during the budget process.

New Business

Hires/Resignations

Ms. Polcyn MOVED the Library Board of Trustees approve the resignation of Katherine Wolicki from the full-time position of Adult/Young Adult Reference Services Librarian, effective November 21, 2006; resignation of Elbert Au from the part-time position of Circulation Services Clerk, effective December 13, 2006; resignation of Loretta Tomcik from the part-time position of Youth Services Librarian, effective January 4, 2007. Mr. Kudert SECONDED.

Roll Call Vote:
Ayes: Kudert, Nakanishi, Polcyn, Vonder Heide.

Nays: None.
Motion PASSED.

Adjournment

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

Roll Call Vote:

Ayes: Kudert, Nakanishi, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

The meeting adjourned at 7:24 p.m.

President

Secretary