

**NILES PUBLIC LIBRARY DISTRICT
BOARD MEETING MINUTES
January 16, 2008
Board Room
6960 Oakton Street
Niles, Illinois**

Call to Order

The meeting was called to order by President Dennis O'Donovan at 7:21p.m. Trustees present were: Vice President Morgan Dubiel, Secretary Barbara Nakanishi, Treasurer Maureen Polcyn, Grace Caruvana, and Sam Puleo.

Staff present were: Cary J. Czarnecki, Library Administrator; Barb Kruser, Adult Fiction/Audio Visual Services Supervisor; Susan Dove-Lempke, Youth Services Supervisor; Mike O'Keefe, Business Manager; Ann Pasnick, Technical Services Supervisor; and Linda Weiss, Library Services Manager.

Change in Agenda

Ms. Nakanishi MOVED the Library Board of Trustees amend the agenda to consider New Business Items 12.B, Other before Approve Approval of Minutes, Item 2. Mr. Dubiel SECONDED.

Roll Call Vote:

Ayes: Caruvana, Dubiel, Nakanishi, O'Donovan, Polcyn, Puleo.

Nays: None.

Motion PASSED.

Other

Ms. Polcyn MOVED the Library Board of Trustees to appoint Chris Ball to serve as a Trustee of the Niles Public Library District until the Consolidated Election in the Spring of 2009. Mr. Dubiel SECONDED.

Roll Call Vote:

Ayes: Caruvana, Dubiel, Nakanishi, O'Donovan, Polcyn, Puleo.

Nays: None.

Motion PASSED.

Executive Session

Ms. Polcyn MOVED the Library Board of Trustees enter into Executive Session for the purpose of discussing the appointment of a new trustee.

Roll Call Vote:

Ayes: Caruvana, Dubiel, Nakanishi, O'Donovan, Polcyn, Puleo.

Nays: None.

Motion PASSED.

Ms. Caruvana and Ms. Polcyn excused themselves from the meeting for a few minutes.

Approval of Minutes

*Regular Board Meeting
December 19, 2007*

Ms. Dubiel MOVED the Library Board of Trustees approve the Minutes of the Regular Board Meeting of December 19, 2007. Mr. Puleo SECONDED.

Roll Call Vote:

Ayes: Dubiel, Nakanishi, O'Donovan, Puleo.

Nays: None.

Motion PASSED.

*Executive Session
December 19, 2007*

Mr. Dubiel MOVED the Library Board of Trustees approve the Minutes of the Executive Session of December 19, 2007. Mr. Puleo SECONDED.

Roll Call Vote:

Ayes: Dubiel, Nakanishi, O'Donovan, Puleo.

Nays: None.

Motion PASSED.

Ms. Polcyn returned to the meeting at 8:09 p.m.

Treasurer's Report

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

Roll Call Vote:

Ayes: Dubiel, Nakanishi, O'Donovan, Polcyn, Puleo.

Nays: None.

Motion PASSED.

Payment of Bills

Mr. Dubiel MOVED the Library Board of Trustees approve the payment of bills for operating expenses of \$145,756.50 and payroll expenses of \$240,039.26 for a total monthly expense of \$385,795.76. Ms. Nakanishi SECONDED.

Roll Call Vote:

Ayes: Dubiel, Nakanishi, O'Donovan, Polcyn, Puleo.

Nays: None.

Motion PASSED.

Administrator's Report

Mr. Czarnecki reported that interviews have begun for the Publicity and Program Coordinator position. He said that many applications for the job have been received.

He then thanked Reference Librarian Dodie Frisbie for participating in the "Low-Vision Fair" at the Niles Senior Center on September 29. The purposed of the event was to provide information about the latest developments in technology and services for persons with sight-related problems.

Finally, Mr. Czarnecki thanked Ms. Frisbie and Ms. Weiss for planning a "Ben Franklin Birthday Party" for the staff in honor of his birthday on January 17. As previously noted, the library will host a special Ben Franklin exhibit this fall.

RECOMMENDED MOTIONS

Canon Business Solutions

Mr. Dubiel MOVED the Library Board of Trustees approve payment to Canon Business Solutions in the amount of \$4,420.00. Ms. Nakanishi SECONDED.

Roll Call Vote:

Ayes: Dubiel, Nakanishi, O'Donovan, Polcyn, Puleo.

Nays: None.

Motion PASSED.

Ms. Caruvana returned to the meeting at 8:10 p.m.

*Sale of Materials.
Library-Sponsored Events*

Mr. Dubiel MOVED the Library Board of Trustees approve payment the sale of materials at library-sponsored events on January 18, 2008, and February 10, 2008. Mr. Puleo SECONDED.

Roll Call Vote:

Ayes: Caruvana, Dubiel, Nakanishi, O'Donovan, Polcyn, Puleo.

Nays: None.

Motion PASSED.

Meeting Rooms

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

Communications

Mr. Czarnecki reported that they were included in the 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 – The library's audit was presented.

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

There were none.

Adjournment

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

Roll Call Vote:

Ayes: Caruvana, Dubiel, Nakanishi, O'Donovan, Polcyn, Puleo.

Nays: None.

Motion PASSED.

The meeting adjourned at 8:17 p.m.

President

Secretary