

**NILES PUBLIC LIBRARY DISTRICT
Personnel and Policy Committee Meeting
November 14, 2007**

Call to Order

The meeting was called to order in the Board Room at 6960 Oakton in Niles, Illinois, by Mr. Morgan Dubiel at 7:10 p.m. Also present were: Ms. Grace Caruvana, Ms. Barbara Nakanishi, Ms. Maureen Polcyn, and Mr. Sam Puleo. Mr. Dennis O'Donovan had given previous notice.

Also present were: Ms. Valerie Clark, Reference Services Supervisor; Ms. Cecilia Cygnar, Adult Fiction and Audiovisual Services Librarian; Mr. Cary Czarnecki, Library Administrator; Ms. Barb Kruser, Adult Fiction and Audiovisual Services Supervisor; Mr. Michael O'Keefe, Business Manager; Ms. Ann Pasnick, Technical Services Supervisor; Ms. Clara Sheffer, Youth Services Librarian; Ms. Linda Weiss, Library Services Manager; Ms. Diane Winberg, Administrative Assistant; Mr. David Ziegler, Youth Services Librarian; Mr. Michael Ufheil, Niles Resident; and Ms. Tracy Yoshida-Gruen, Niles *Bugle*.

Executive Session

At 7:12 p.m., Mr. Dubiel MOVED that the Committee enter executive session to discuss the employment of a library employee. Ms. Caruvana SECONDED.

Ayes: Caruvana, Dubiel, Nakanishi, Polcyn, Puleo.
Nays: None.
Motion PASSED.

Proposed Termination of an Employee

Mr. Czarnecki discussed with the Trustees his recommendation for the termination of a library employee.

At 8:15 p.m., Mr. Czarnecki was asked to leave the meeting so that the Trustees could discuss this recommendation among themselves.

At 8:59 p.m., Mr. Czarnecki was called back into the meeting to further discuss his recommendation.

At 9:02 p.m., Mr. Czarnecki was again asked to leave the meeting. At this time, Mr. Dennis O'Donovan arrived at the meeting.

At 9:25 p.m., Mr. Czarnecki was called back into the meeting.

Committee Recommendation

The Committee decided to present a motion at the Board Meeting of November 14, 2007, to approve the termination of Mr. Michael Ufheil.

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

Adjournment

The meeting was adjourned at 9:26 p.m.