

**NILES PUBLIC LIBRARY DISTRICT  
BOARD MEETING MINUTES  
December 17, 2008  
Board Room  
6960 Oakton Street  
Niles, Illinois**

**Call to Order**

The meeting was called to order by President Dennis O'Donovan at 7:06 p.m. Trustees present were: Secretary Barbara Nakanishi, and Trustees Chris Ball and Sam Puleo. Trustees Grace Caruvana, Morgan Dubiel, and Maureen Polcyn had given previous notice.

Staff present were: Val Clark, Reference Services Supervisor; Dave Dabrowski, Maintenance Supervisor; Susan Dove-Lempke, Youth Services Supervisor; Kevin Lockhart, Business Manager; Ann Pasnick, Technical Services Supervisor; Linda Weiss, Library Director; and Diane Winberg, Administrative Assistant.

Also present: Dennis Walsh, Attorney, Klein, Thorpe & Jenkins.

**Approval of Minutes**

*Regular Board Meeting  
November 19, 2008*

Ms. Nakanishi MOVED the Library Board of Trustees approve the Minutes of the Regular Board Meeting of November 19, 2008. Mr. Puleo SECONDED.

Roll Call Vote:

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

Nays: None.

Motion PASSED.

For the record, Mr. Walsh stated that Agenda Item 2.B., Executive Session Minutes of November 19, 2008, will be discussed in Executive Session.

**Treasurer's Report**

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

Roll Call Vote:

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

Nays: None.

Motion PASSED.

**Payment of Bills**

Ms. Nakanishi MOVED the Library Board of Trustees approve the payment of bills for operating expenses of \$110,614.95 and payroll expenses of \$246,856.69, for a total monthly expense of \$357,471.64. Mr. Puleo SECONDED.

Roll Call Vote:

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

Nays: None.

Motion PASSED.

**Director's Report**

Ms. Weiss presented highlights from her Director's Report.

Ms. Weiss reported that circulation statistics continue to rise. Daily circulation reports of neighboring libraries show that, five out of seven days, our library's circulation is the highest in our consortium of 24 libraries.

Ms. Weiss included in her report a comment from a mother who came into the library with her children. She said that she was very impressed with the library and found the atmosphere to be very warm. Her children played games, picked books and found the library to be very comfortable. She commented on how helpful the librarians were.

**RECOMMENDED MOTIONS**

*Anderson Lock*

Mr. Ball MOVED the Library Board of Trustees approve the acceptance of the quote for \$2,613.00 from Anderson Lock to provide the replacement and installation of the rear receiving doors. Mr. Puleo SECONDED.

*Trend Micro Client*

Mr. Ball MOVED the Library Board of Trustees authorize budgeted funds for the purchase of Trend Micro Client, Server and Messaging Suite Yearly Renewal. Mr. Puleo SECONDED.

Roll Call Vote:

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

Nays: None.

Motion PASSED.

**Meeting Rooms**

Mr. O'Donovan reported that all applications were reviewed and approved by the Library Director.

**Communications**

Mr. O'Donovan reported that they were included in the packet.

**Hearing of Delegates**

Ms. Pasnick took this opportunity to thank the Board of Trustees for the delicious food they provided for the staff's Christmas Potluck on December 9<sup>th</sup>.

**Secretary's Report**

There was no report.

**Committee Reports**

Building and Grounds – Mr. Dabrowski reported on the library's purchase of salt.

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 –

Legislation – There was no report.

North Suburban Library System – There was no report.



The meeting adjourned at 8:08 p.m.

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President

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Secretary