

**Melrose Park Public Library  
Board of Trustees Meeting Minutes  
January 13, 2003**

I. Call to Order and Roll Call

The meeting was called to order by President Culotta at 7:00 p.m. Present at the meeting were Trustees: Cervone, Gustello, Misasi, Alberttis and Latzke. Trustee Venute was absent. Also present were Director Italia, Attorney Santana, and Administrative Assistant Holdvogt.

II. Secretary's Report

a. Minutes and Communications

A section of November's minutes concerning the staff salary scale was questioned. After a discussion, it was moved by Trustee Gustello, seconded by Trustee Cervone, that it be

RESOLVED: THAT THE MINUTES OF THE NOVEMBER 11, 2002 MEETING BE ACCEPTED, WITH THE CORRECTED VERSION TO READ: "DISCUSSION HELD OVER THE SALARY SCHEDULE FOR 2003."

After a full discussion thereof, the President called for a vote upon the motion to adopt the resolution as read. All the trustees voted AYE. The resolution was declared passed.

b. Correspondence and Public Comment

There was no correspondence or public comment for this meeting.

III. Financial Report

a. Approval of Bills Payable

A discussion was led by Trustee Latzke regarding the possibility of the accounting being broken down further into subcategories. It was moved by Trustee Gustello, seconded by Trustee Misasi, that it be

RESOLVED: THAT VOUCHERS 18277 THROUGH 18305 BE APPROVED FOR PAYMENT.

After a full discussion thereof, the President called for a vote upon a motion to adopt the resolution as read. All Trustees voted AYE. The resolution was declared passed.

b. Income/Expenditures to Date

The library's income from tax collections for 2002 was discussed, as well as the difference between actual income and projected income for upcoming years. Also discussed was the way in which the library's budget fit into the village budget. It was suggested that the Village Comptroller, John Gregor, be invited to attend an upcoming meeting in order to further explain the library's financial status and how the library's funds are allocated through the village.

IV. Librarian's Report

- a. Director Italia discussed his meeting with Mayor Serpico, Trustee Latzke, and other city officials regarding the possibility of the library expanding. Director Italia suggested that the Trustees vote to allocate \$3500 from upcoming Per Capita Grant of \$27,146.22 toward the ZPDA plan, which would provide an analysis of the structure of the Senior Common Area for library use. A discussion followed, debating whether to use current library funds or wait for the Per Capita grant. It was moved by Trustee Gustello, seconded by Trustee Albertis, that it be

RESOLVED: THAT \$3500 BE ALLOCATED FROM THE GENERAL LIBRARY FUNDS TO USE FOR THE ZPDA PROPOSAL.

After a full discussion thereof, the President called upon a motion to approve the resolution as read. All Trustees voted AYE. The resolution was declared passed.

- b. Director Italia reported recent negative comments about the future of libraries in an age of increasing internet usage.
- c. Special thanks to the Italian Cultural Center for the Nativity Scene put up at Christmas. There were numerous favorable comments about it.
- d. The Jewel Shop & Share Days are February 23-25. Trustees Cervone and Gustello questioned the likelihood of profit, and requested that a report be drawn up, detailing any funds earned and how they will be spent.
- e. Upcoming library programs include tax preparation, internet and email classes, job searching on the internet, and the monthly teen book club. Trustee Gustello expressed a desire to see more children's programming at the library, including internet and word processing skill development. Saturdays would work best, and fliers should be sent to schools, informing children and their parents.

V. Report of Officers and Committees

- a. Finance Committee

No report at this time.

- b. Building and Grounds Committee  
Trustee Misasi commented on the nice upkeep of the grounds and the beautiful decorations during the Christmas season.
- c. Policy Committee  
No report at this time.
- d. Library Expansion Committee  
The meeting with the Mayor and other city officials, as stated in the Librarian's Report.
- e. Personnel Committee  
No report at this time
- f. Attorney's Report  
Attorney Santana is in the process of drafting a new contract for the Director.

VI. Unfinished Business

- a. The Executive Service Corps contract was discussed. Questions were raised over several sections concerning wording. The contract was tabled until the February meeting.
- b. The salary schedule for employees is still in the process of being updated. Director Italia is awaiting the results from the recent LACONI survey of Illinois library salaries.

VII. New Business

There is no new business at this time.

VIII. Adjournment

It was moved by Trustee Misasi, seconded by Trustee Alberttis, that it be

RESOLVED: THAT THE JANUARY 13, 2003 MEETING OF THE MELROSE PARK PUBLIC LIBRARY BOARD OF TRUSTEES BE ADJOURNED.

All Trustees voted AYE. The meeting was adjourned by the order of the President at 8:30 p.m.