

**Melrose Park Public Library
Board of Trustees Meeting
March 8, 2004**

I. Call to Order & Roll Call

The meeting was called to order by President Gustello at 7:02 p.m.

MEMBERS PRESENT: Trustees Alberttis, Cervone, Culotta, Gustello, Latzke, Misasi and Venute.

MEMBERS ABSENT: None.

ALSO PRESENT: Interim Library Director, Barbara Giordano; Reference & Adult Services Department Head, Kim Litland; Reference Librarian, Mary Lidd; Library Attorney, Gustavo Santana; Elsa Figueroa of Nuevos Horizontes; and Library Administrative Assistant.

II. Secretary's Report

a. Minutes and Communications

On a motion by Trustee Cervone and seconded by Trustee Misasi, it was

RESOLVED THAT THE MINUTES OF THE FEBRUARY 2004 MEETING BE
ACCEPTED AS READ.

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

b. Correspondence and Public Comment

There was discussion on a request from the African American Contractors Association to purchase an ad in their directory. The consensus was that the ads were too expensive, and it was determined that we would not participate.

III. Financial Report

a. Approval of Accounts Payable

There was a discussion of the Bahcall Hardware bills. Ms O'Brien explained several projects that had been completed during the month requiring supplies from the hardware store.

On a motion by Trustee Cervone and seconded by Trustee Culotta, it was

RESOLVED THAT VOUCHERS 18737 – 18773 BE APPROVED FOR
PAYMENT.

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

- b. Income/Expenditures to date.

There was no discussion at this time.

IV. DIRECTOR'S REPORT

Ms. Giordano thanked the board for their confidence in her to assume the role of Interim Director, and apologized for being remiss in not including the Reference Department in her Director's Report. That being said, she went on to describe the projects and programs being conducted by the Circulation & Technical Services Departments as well as the Youth Services Department.

Cindy has been attending classes in the new MilSerials program which will allow on-line cataloging of all of our periodicals, and enable patrons to search for specific back issues throughout the system.

During March Dr. Seuss' birthday was celebrated in the Childrens department with a coloring contest and other activities for kids.

Ms. Giordano reported that she had received a letter of resignation from Carol Bach, a part-time Librarian in the Youth Services Department.

On April 12, there will be a YA program called "Murder in the Library".

April 18 – 24 is National Library Week. We will have a "fine amnesty" week.

The 2 MacIntosh computers in the Youth Services Department were donated to the Library in 1987. They are dying rapidly, and Ms. Giordano requested permission to purchase 2 new e-Macs at an approximate cost of \$2,000.00. A discussion ensued concerning available funds; Grants vs. Budgeted Funds, and the cost of the new patron reservation system. It was determined that the reservation/debit card system would be paid for mainly out of Grant funds, which would leave budgeted monies available for the purchase on these two computers.

On a motion by Trustee Cervone, and seconded by John Misasi, it was

RESOLVED THAT 2 NEW E-MAC COMPUTERS BE PURCHASED FOR THE YOUTH SERVICES DEPARTMENT.

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

As a part of the Director's Report, Ms. Giordano gave the floor to Kim Litland to describe the Reference and Adult Services Department's Activities. Kim Reported on Conversation Café; the Literacy Volunteers and the TBS Management System. There was a lengthy discussion on computer use in general, and the possibility of a computer lab for sometime in the future.

IV. Report of Officers and Committees

- a. Finance - Have not met.
- b. Building & Grounds - Safety related issues concerning the front entrance to the Library. Stairs/Ramps or both? Requested that Ms. O'Brien check the files for reference to the name of an Architect. Trustees Misasi & Venute will meet with Nick on condition of Library doors.

- c. Policy Committee - Trustees Cervone and Latzke will meet.
- d. Library Expansion - Drop Committee – Begin to develop a file.
- e. Personnel Committee - No Report.
- f. Attorney - No Report

V. Unfinished Business

All items previously noted were directed to the Policy Committee.

VI. New Business

Proviso Mental Health Center residents have been allowed to borrow books, and are not returning them when they vacate the Center.

Tom’s Landscaping - contract

On a motion by Trustee Culotta, seconded by Trustee Venute it was

RESOLVED THAT WE WOULD ACCEPT THE AGREEMENT WITH TOM’S LANDSCAPING AS PRESENTED.

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

VII. Adjournment to Executive Session

On a motion by Trustee Cervone, seconded by Trustee Culotta, it was

RESOLVED THAT THE BOARD WOULD ADJOURN TO EXECUTIVE SESSION AT 8:15 P.M.

After a full discussion thereof, the President called for a vote upon the motion to accept the resolution as read. All Trustees voted AYE, and the meeting was adjourned to Executive Session at 8:15.p.m.

Respectfully Submitted:
Lianne O’Brien, Administrative Assistant

Approved: _____
Teri Cervone; Secretary