

**Minutes of the Meeting of the Board of Trustees
Melrose Park Public Library
May 13, 2008**

I. Call to Order & Roll Call

The meeting of the board of Trustees, Melrose Park Public Library was called to order by President Gustello at 6:58 p.m.

MEMBERS PRESENT: Trustees Bonilla-Lopez, Culotta, Gustello, and Misasi

MEMBERS EXCUSED: Trustees Alaimo, Cervone and Latzke

ALSO PRESENT: Library Director, Barbara Giordano; and Administrative Assistant, Lianne O'Brien.

II. The Pledge of Allegiance

The Pledge of Allegiance was recited by all present.

President Gustello thanked the board for making the adjustment to the meeting date.

III. Secretary's Report

A. Minutes and Communications

On a motion by Trustee Culotta seconded by Trustee Misasi, it was resolved that the Minutes from April 16, 2008 were approved.

When the question was called, the following vote resulted:

Alaimo Excused Bonilla-Lopez Yea Cervone Excused Culotta Yea Gustello Yea Latzke Excused Misasi Yea

The motion was declared passed.

B. Correspondence and Public Comment

Thank you from Tina Valentino for our Advertisement in the Feast program.

Letter from the Son's of Italy Golf classic for anyone who is interested. The cost is \$135.00. It is to be held in Bloomingdale.

Library Appreciation Night from the White Sox at a reduced rate Thursday, July 3, 2008.

IV. Treasurers Report

A. Approval of Accounts Payable

On a motion by Trustee Bonilla Lopez and seconded by Trustee Misasi it was resolved that vouchers for April, 2008 numbered **20284** through **20312** in the amount of **\$15,057.23** were approved.

When the question was called, the following vote resulted:

Alaimo Excused Bonilla-Lopez Yea Cervone Excused Culotta Yea Gustello Yea Latzke Excused Misasi Yea

The resolution was declared passed.

B. Income & Expenditures to Date

Included in the packet.

II. Director's Report

- The basement is complete!
- We have placed signs on the doors to inform people that construction will be beginning shortly.
- We have the final drawings for the ramp.
- Final bids for the roof are going in as we speak
- The closing on the house next door will be on May 31st. The resident must be out by June 30th.
- The roof, bathrooms, and ramp will be worked on simultaneously.
- When this work is complete, the house will be torn down, the parking lot will be enlarged, and employee specific parking will be added.
- The dock will be gone. They intend to brick up the door and panel it. It will then be a hall. This will mean that the garbage must be walked around from the ramp to the alley.

- When the house next door is knocked down, we will enlarge the parking lot.
- Phil Schwartz is getting us a TTY.
- The elevator needs a phone and emergency light by next January.
- The security gates near the front doors are not wide enough to accommodate wheelchairs. There was a brief discussion concerning the cost of replacement.
- Circulation has dropped for the last 3 months. Barb will investigate reasons.
- We replaced 7 computers, and relocated some of the old ones.

Circulation/Technical Services

Circulation/Technical Services has carried on performing their regular duties. National Library Week was celebrated by giving our patrons a "Fine Free" week.

Adult Services

In April, Adult Services held two programs. A financial education coordinator from the state's Treasurer's Office came in to discuss ways for protecting against identity theft. Feedback on this seminar was so positive that we'll schedule a second program called Money, Banking & Credit for this summer. We also held our second workshop using funds from last year's LSTA grant. This session was designed to help our patrons with their interviewing skills and techniques as a follow-up to March's workshop on writing a resume.

Also in April, Sam's Club of Northlake announced a grant of \$1,000 to the library.

We've seen an increasing popularity for our computer classes in Spanish. Todd has been teaching a class every Saturday and is currently booked through June. Julia continues to offer classes in English and has recently expanded the class offerings to include one on Microsoft Word.

Youth Services

Youth Services was very busy this month due to many school projects and National Library week. We had 209 attendees at 19 programs, with our National Library Week Bash the most successful. In April we hosted our first Teen Lock-In Party for our regulars from Teen Book Club. 9 teens came and played video games, laughed at the funny responses to Madlibs, eat pizza, and gossiped. We hope to have another Teen Lock-In during Summer Reading. This month we started a Tween Book Club which 10 children attended. Tween programs are important for these children struggling to make the transition from the children's programs to

the teen programs and we hope to make this transition smoother through this type of programming.

As we gear up for Summer Reading we are collecting books and materials on bugs, for the younger children and change, for the teens. We have many exciting things planned for the summer and look forward to a busy time. Eileen Stewart has found full time employment at Wheaton Public Library and we are currently looking for a replacement, her last day of employment is Tuesday, May 13th. I have ordered two Early Literacy Computers from AWE, which should arrive sometime next week. These computers are specifically for children ages 2-8 and promote early reading, math, critical thinking, and computer skills. We have already received the child sized desk and chairs. We hope these computers will fill a gap in our littlest patron's early learning opportunities.

This month we had 550 in person reference questions, 11 telephone, 117 Young Adult, and 3 email. The Youth Services started an on-line instant messaging service; so far there has only been one reference question, however, we are confident that the numbers will pick up. There were 275 writing/game computer registrations this month. We are discovering many of the children who frequent the library do not have library cards and therefore can not use the internet computers. I am hoping to raise the number of card holders through our Summer Reading promotional efforts at the area schools and through promotion at our popular programs.

VI. Report of Officers and Committees

A. Finance, Policy and Personnel Committee - Gustello/Latzke/Cervone/Bonilla-Lopez
Alaimo

- No Current Report

B. Buildings & Grounds Committee - Culotta/ Miasi/Alaimo

- Was discussed in the context of the Director's Report

C. Attorney - Russell Syracuse

- We got another check from Nancy Wood. She is once again up to date.

III. New Business

A. Budget Amendment for Building Improvement which was discussed and directed at the last meeting.

When the question was called, the following vote resulted:

Alaimo Excused Bonilla-Lopez Yea Cervone Excused Culotta Yea Gustello Yea
Latzke Excused Misasi Yea

The resolution was declared passed.

B. Ramp at Historical Center entrance is crumbling –

There was a discussion about shoring up the ramp and refinishing the top and sides.

VII. Unfinished Business

A. There was a review of the final plans for the agreed upon construction.

B. Discussion of moving the Historical Marker from Lake Street to the Library

C. 2009 will see the expiration of trustee terms for Loretta Gustello, Carl Alaimo, and Henry. Nominating petitions should be out in February '09.

D. It was noted that the books in the fiction section must be wrapped in plastic during construction. They must also be individually noted in the system as "in storage".

VIII. Adjournment

There being no further business, on a motion by Trustee Culotta seconded by Trustee Misasi it was resolved that the regular Meeting of the Board be adjourned at 7:45 p.m.

When the question was called, the following vote resulted:

Alaimo Excused Bonilla-Lopez Yea Cervone Excused Culotta Yea Gustello Yea Latzke
Excused Misasi Yea

The motion was declared passed.

Respectfully Submitted
Lianne O'Brien, Administrative Assistant

Approved: Vernicia Banille
Secretary