

**Melrose Park Public Library
Board of Trustees Meeting
September 12, 2005**

I. Call to Order & Roll Call

The meeting was called to order by President Gustello at 7:23 p.m.

MEMBERS PRESENT: Trustees Culotta, Gustello, Latzke, Misasi, and Taconi

ALSO PRESENT: Library Director, Barbara Giordano; and Business Manager, Lianne O'Brien

II. The Pledge of Allegiance

Due to the late start, the Pledge was dispensed with.

III. Secretary's Report

a. Minutes and Communications

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

RESOLVED THAT THE MINUTES OF THE June 13, 2005 MEETING BE
ACCEPTED AS WRITTEN.

After a full discussion thereof, the President called for a vote upon the motion to adopt the resolution as read. The voice vote was as follows:

Cervone Absent Culotta Yea Gustello Yea Latzke Yea Misasi Yea Taconi Yea
Venute Absent

The resolution was declared passed.

b. Correspondence and Public Comment

Director Giordano mentioned that she has received many positive comments from the public about changes that have taken place. Everyone seems to be very happy.

IV. Treasurers Report

a. Approval of Accounts Payable

On a motion by Trustee Latzke and seconded by Trustee Taconi it was

RESOLVED THAT VOUCHERS **19196 – 19274**, (VOUCHERS FOR JUNE, JULY,
AND AUGUST, 2005, IN THE AMOUNT OF \$52,443.47) BE APPROVED FOR
PAYMENT.

After a full discussion thereof, President Gustello called for a vote upon the motion to adopt the resolution as read. The voice vote was as follows:

Cervone Absent Culotta Yea Gustello Yea Latzke Yea Misasi Yea Taconi Yea
Venute Absent

The resolution was declared passed.

- b. June, July August - Income/Expenditures to date.
 - a. Through August we are at 51%. We are way over budget in Land & Building Maintenance even before paying \$7,000.00 for the roof repair
- c. There was a discussion of the proposed budget for FY'06. There was a decrease in the EAV resulting in a 4% decrease in the library's proposed budget.
 - a. Trustee Culotta initiated a discussion concerning relative merits of membership in the ILA versus the ALA. It was explained by Director Giordano, President Gustello, and Trustee Latzke, that for our purposes, ILA is much more relevant to our work.
 - b. Discussed several other line items that were decreased. Particularly the line item for "books". We are instituting procedures to be much more selective in selection criteria.
 - c. Discussed general dissatisfaction with the current landscaping contract. Options for next year's contract were discussed. Possible weekly rate for cutting, edging, and sweeping with other services billed on an "as needed" basis. The board requested that the contract be reviewed to determine exactly what services are included.

V. DIRECTOR'S REPORT

- The air conditioners on the roof are just about dead. (At least the 2 largest ones.) We have 7 units on the roof. We should replace at least 2 at a time because of the necessity of hiring a crane to lift them. The current air conditioners were installed in 1971, and can (should) no longer be repaired. They are basically held together with "spit and baling wire", and it would just be throwing good money after bad. We also serve as a Cooling Center for village residents.
 - a. We need to obtain estimates for replacement of one or more of the units.
- We purchased a gas grill. It has become increasingly difficult to obtain one from the village. It is chained in the basement.
- We are closing at 5:00 pm on Friday due to staffing.
- The staff has been giving 150 %. Everyone seems to be very happy. Many positive comments have been received from the public.
- The roof has been coated with a thick coat of tar. We've had no leaks since it was done. (Of course we've had no rain, either).
- The landscaping is complete, and the lawn is greatly improved. However Barb is not satisfied with some aspects of the company's performance (DISCUSSED EARLIER)
- Landscape fencing has given the lawn some protection from pedestrians and bikes
- Even after shampooing the carpets, they still look terrible throughout the building.
- Maintenance has become a great bone of contention. We never know who is going to be here. The current man, while very nice, is less than satisfactory. The Mayor promised us we could have Nick back.
- We need a new toilet in the lounge area upstairs. The existing one is very slow, and really not adequate.
- We got a new combination for the safe.
- We are in dire need of a new COMMERCIAL vacuum cleaner.

- Library card sign up month activities were discussed.

VI. Report of Officers and Committees

- A. Finance - NO REPORT
- B. Building & Grounds - Discussed in context of Director's Report
- C. Policy Committee - NO REPORT
- D. Personnel Committee - NO REPORT
- E. Attorney - NO REPORT Attorney was not present.

There was a discussion concerning the change in attorneys following the departure of Mr. Santana. The Board is very concerned about payment of \$600.00 per month on an ongoing basis with very little in return. (The new attorney has not even made an appearance since being assigned.) They would like to explore the possibility of having an attorney on an "as needed" basis. We also need to follow up with the new attorney on the Italia issue, and the Nancy Wood issue.

On a motion by Trustee Latzke and seconded by Trustee Misasi it was

RESOLVED THAT THE BOARD WILL EXPLORE OTHER OPTIONS FOR THE PROVISION OF LEGAL SERVICES.

After a full discussion thereof, President Gustello called for a vote upon the motion to adopt the resolution as read. The voice vote was as follows:

Cervone Absent Culotta Yea Gustello Yea Latzke Yea Misasi Yea Taconi Yea
Venute Absent

VII. Unfinished Business

Travel and Reimbursement Policy. The mileage reimbursement rate was increased today to 48.5 cents per mile. There was a discussion concerning the amount allowed for meals. The general feeling was that an increase was in order. President Gustello will investigate. Travel will occur based on availability of funds in the order noted in the policy.

VIII. New Business

- A. Per Capita Grant Signatures. FY' 06 will be used mainly for collection development. FY'05 was used mainly for technology.
- B. Revised Illinois Open Meetings Act was discussed. Recorded minutes must be kept for at least 18 months.
- C. Copies of "Serving our Public" and the "Trustee's Facts File" given to all Trustees

After a full discussion thereof, Trustee Latzke called for a vote upon the motion to adopt the resolution as read. The voice vote was as follows:

Cervone Absent Culotta Yea Gustello Absent Latzke Yea Misasi Yea Taconi Yea
Venute Yea

The resolution was declared passed.

X. **Adjournment**

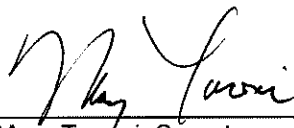
On a motion by Trustee Culotta seconded by Trustee Misasi it was resolved that the regular Meeting of the Board be adjourned at 8:40 p.m.

When the question was called, the following vote resulted:

Cervone Absent Culotta Yea Gustello Yea Latzke Yea Misasi Yea Taconi Yea
Venute Absent

The motion was declared passed.

Respectfully Submitted:
Lianne O'Brien, Administrative Assistant

Approved: 
Mary Taconi, Secretary