



Westmont Public Library

Board of Trustees
Amended Minutes
Regular Meeting of the Board
Kwasek Meeting Room
Tuesday, November 18th, 2008
7:00PM

The Meeting was called to order at 7:01 p.m. by J. Fedeczko at the Westmont Public Library.

Roll Call

Present: J. Fedeczko, A. Porter, C. Kaifesh, D. Alexander, R. Sellers and J. Thomas
Also present: C. Kuhn, Director, T. Barry, Administrative Assistant
Absent: E. Carmichael

Pledge of Allegiance:

Approval of the Regular Meeting minutes October 14th, 2008:

J. Thomas moved to approve the minutes, subsequent to amendments. R. Sellers seconded. Motion passed unanimously.

Open Forum:

John Martin, potential candidate for the Board of Trustees.
Rob Neems, potential candidate for the Board of Trustees.

Additions and Deletions:

- Additional Invoices to Bills and Salaries
 - 1592 Illinois Coffee Service, Inc., Café for Patrons, \$109.30
 - 1593 Oriental Trading Co., Inc., Programs, \$72.87
 - 1594 Nicor Gas, Monthly Invoice, \$1,723.88
 - 1595 Fox Landscaping, Monthly Installment, \$721.42
 - 1596 Kate Buckson, Programs, \$44.08
 - 1597 Lynn Yazbec, Executive Coaching Services, \$300.00
 - 1598 D Engraving Co., Name Badges, \$49.00
 - 1599 Lynn Thomas, Programs, \$161.09
 - 1600 Theresa Barry, Supplies, \$27.39
 - 1601 Christine Kuhn, Reimbursement, \$2,213.48
 - ET Health Insurance Premiums, May-Oct 2008, \$22,234.82

Additions to Communications:

- Letter from Village of Westmont regarding annexation request for 5825 Western Avenue, Clarendon Hills, IL 60514
- EMAIL: MLS announce : MLS and LIMRiCC Board Meetings : 11.17.2008
- Holly Days Parade Committee: Letter confirming attendance at Parade, 11.7.08
- Board of Review 10.14.08 Request for Change in Valuation, 312-14-16 N. Warwick
- Board of Review 10.14.08 Request for Change in Valuation, 650 Westmont Drive
- Board of Review 10.14.08 Request for Change in Valuation, 1 E. Ogden Avenue
- Board of Review 10.14.08 Request for Change in Valuation, 6401 S. Richmond

Additions to Communications (continued)...

- Board of Review 10.16.08 Request for Change in Valuation, 550 E. Ogden Avenue
- Board of Review 10.20.08 Request for Change in Valuation, 28-36 S. Cass
- Board of Review 10.20.08 Request for Change in Valuation, 6226 S. Cass
- Board of Review 10.21.08 Request for Change in Valuation, 6104-6154 S. Cass
- Board of Review 10.21.08 Request for Change in Valuation, 111 Plaza Drive
- Board of Review 10.21.08 Request for Change in Valuation, 121-141 W. Ogden
- Board of Review 10.21.08 Request for Change in Valuation, 333-357 W. Ogden
- Board of Review 10.21.08 Request for Change in Valuation, 6551 S. Ogden
- Board of Review 10.23.08 Request for Change in Valuation, 850 Pasquinelli Drive
- Board of Review 10.24.08 Request for Change in Valuation, 36 S. Cass (24 properties)

~~J. Thomas~~ J. Fedeczko requested communications be collected in a "Communications Notebook" to pass around the table, eliminating the need to make individual copies for everyone.

Treasurer's Report:

A. Porter suggested that we ask the Village Finance Department to add spacing to pages 2 and 4. C. Kuhn agreed that an informal discussion with L. Van Bogget and A. Richards would be productive to discuss and confirm the preferred style.

J. Fedeczko asked about the Contingency Account. C. Kuhn to re-assign.

J. Fedeczko questioned miscellaneous items. C. Kuhn stated they are part of the Contingency Account, mostly vendor refund checks.

Amy Porter inquired as to our satisfaction with the accounting services provided by the Village. C. Kuhn confirmed that we are satisfied with the relationship.

J. Fedeczko requested a motion to approve the Treasurer's Report. R. Sellers moved to approve, J. Thomas seconded.

Roll call vote:

R. Sellers, J. Thomas, C. Kaifesh, A. Porter, J. Fedeczko, D. Alexander – Aye.

0-Nays.

E. Carmichael was absent.

Bills and Salaries:

J. Fedeczko requested a cumulative Payments to Vendors report be added to Bills and Salaries.

J. Fedeczko asked about information on the security camera suppliers. Perfect Systems supplied and installed cameras. Quotes from other vendors were significantly more and included on-going maintenance charges. C. Kuhn explained the system to our visitors and described where the cameras are located. J. Fedeczko inquired as to whom Maurice Smeets is. C. Kuhn explained that Maurice Smeets installed the network cabling for the cameras. J. Thomas moves that Bills and Salaries be approved. R. Sellers seconds.

Roll call vote:

R. Sellers, J. Thomas, C. Kaifesh, A. Porter, J. Fedeczko, D. Alexander – Aye.

0-Nays.

E. Carmichael was absent.

Committee Reports:

- Committee of the Whole Meeting, to discuss the proposed repairs to the roof, with Jim Erickson of Kellerman KGH Engineering at 6:00 p.m. on Tuesday, December 2nd, 2008.
- Meeting to discuss moving to the full levy, with members of the Village Board, Committee of the Whole, on Thursday, December 11th, 2008.

Librarian's Report:

C. Kuhn added description of ornaments for holly day tree decorating.

C. Kuhn explained in detail the proposed partnership with the Village to share our ICN access and their fiber optic backbone. The proposed partnership would require the library increase to a 10Mb pipe and the Village will make up the difference in cost. The connection should eliminate the reliance on Comcast. At that point the library could connect with the Village server.

R. Sellers moved that the Librarian's Report be approved. J. Thomas seconded. Motion passed unanimously.

Old Business:

- a. Board to consider Automobile Display. J. Thomas stated he has six possible suppliers in mind though no further details or ideas to share. J. Thomas agreed to investigate what type of liability insurance would be required for a display of this nature.
J. Fedeczko suggests that this item be Tabled until the first of the year. Board agreed by consensus.
- b. Board to consider Update on Roof Project. Special Meeting of the Board to be held on Tuesday, December 2nd, 2008. Engineer will be present.

New Business:

- a. Board to consider Policy for the Authority to Spend (last revised 08.03). Committee recommended approval.
J. Thomas moved to approve. R. Sellers seconded.
Roll call vote:
R. Sellers, J. Thomas, C. Kaifesh, A. Porter, J. Fedeczko, D. Alexander – Ayes.
0-nays.
E. Carmichael was absent.

Dixie Alexander excused at 7:57 p.m.

- b. Board to consider Policy for Acceptance and Recognition of Gifts (last revised 09.05) – No changes to the Policy. Board requested implementation of an "Honor Roll of Givers".
A. Porter moved to approve. J. Fedeczko seconded.
Roll call vote:
R. Sellars, J. Thomas, C. Kaifesh, A. Porter, J. Fedeczko – Ayes.
0-nays.
E. Carmichael and D. Alexander absent.
- c. Board to consider Policy for Borrower Registration (last revised 11.04) - Major areas of change brought the policy in compliance with Non-Resident card holder laws and regulations including the option for cash deposit stipulation.
J. Fedeczko requested motion to accept with changes. C. Kaifesh moved to approve, A. Porter seconded,
Roll call vote:
R. Sellers, J. Thomas, C. Kaifesh, A. Porter, J. Fedeczko – Ayes
0-nays
E. Carmichael and D. Alexander absent.

- d. Board to consider the installation of a drive thru book drop – C. Kuhn described the proposed location.
A. Porter suggested the box have a big smiley face on it. Cost of freestanding units range between \$2500.00-\$5000.00. C. Kuhn looking for approval to spend \$6000.00.
R. Sellers moved to approve the expenditure provided C. Kuhn investigate possibility of high school project being completed in timely and satisfactory manner. A. Porter seconded.
Roll call vote:
R. Sellers, J. Thomas, C. Kaifesh, A. Porter, J. Fedeczko – Ayes
0-nays
E. Carmichael and D. Alexander absent.

Executive Session: None

Adjournment:

J. Fedeczko requested a motion to adjourn at 8.07 p.m. C. Kaifesh moved to approve, R. Sellers seconded.
Motion passed unanimously.

Respectfully submitted,



Elaine Carmichael,
Westmont Public Library
Board of Trustees, Secretary