



Westmont Public Library
Minutes
Regular Meeting of the Board of Trustees
Tuesday, November 17th, 2009
7:00 p.m.

The Meeting was called to order at 7:09 p.m. by Joyce Fedeczko, President of the Board, at the Westmont Public Library.

Roll Call:

Present: J. Fedeczko, A. Porter, J. Martens, C. Gorman, S. Scheid, E. Carmichael
Also present: T. Barry, Administrative Assistant and L. Van Bogget, Library Accountant
Virtual Attendee: C. Kuhn, Director
Absent: C. Kaifesh.

Pledge of Allegiance

Consent Agenda

Minutes for September 15, 2009
Minutes for October 20, 2009
Minutes for November 4, 2009 Strategic Planning Committee

J. Fedeczko asked if anyone wanted to pull an item. J. Martens would like the minutes from September 15th to be pulled. J. Martens stated that on page six, the calculations he and C. Gorman made should read \$362.00 at the current 18.11 mils, not \$300.00, and \$370.00 at 18.5 mils.

J. Fedeczko asked if the minutes they were reviewing would remain redacted, as is. C. Kuhn said that the minutes, as approved, would not remain redacted.

J. Fedeczko asked for a motion to approve the Minutes from September 15th, October 20th and November 4th.
A. Porter moved to approve, J. Martens seconded - All Ayes, 0 Nays.
Motion passed unanimously.

Communications:

Committee Reports – Strategic Planning Report (TBA)

Librarian's Report

J. Fedeczko requested a motion to approve the Consent Agenda. J. Martens moved to approve, C. Gorman seconded.

Roll call vote: S. Scheid, C. Gorman, J. Martens, J. Fedeczko, A. Porter, E. Carmichael – All Ayes,
Motion passed.
Absent: C. Kaifesh.

Open Forum:

Lisa VanBogget was present and available for questions.

J. Fedeczko asked L. VanBogget if there was anything we should prepare for with regard to the property taxes from the County. L. VanBogget said that the Village was seeing some tardiness from the State but that the taxes for the library should not be affected. C. Kuhn confirmed that the monies from the County are deposited directly to our account. E. Carmichael asked if the property values had been affected. L. VanBogget said that the Village was seeing a little bit of a decline. She said that the Village of Westmont worked on a Home Rule basis so they would decide what money they wanted first and then they would try to adjust. She says we won't see any sharp declines but most likely a gentler decline such as 4%. J. Martens asked if there is a bigger challenge this year with residents challenging tax assessments /tax objections. L. VanBogget said although there was a steady stream of objections it was not unmanageable.

L. Van Bogget confirmed that the \$45,000 line item has been moved. C. Gorman asked if there are any other items that should be corrected. E. Carmichael said that one other was the Buildings & Grounds item which had now been reclassified. J. Fedeczko asked if there were any further questions for LVB. No further questions.

Additions and Deletions:

Additions to Communications:

Additional Bills & Invoices:

ADDENDUM TO MEMO FROM VILLAGE for BILLS PRESENTED FOR PAYMENT
ROOF CONSTRUCTION ESCROW ACCOUNT / CHB 8817

Name of Recipient	Check No.	Memo	WPL Account	Amount
Christiansen, Inc. Roofers	0013	Roof Project: Contracting Expenses Request for Payment No. 5 Period ending 10.31.2009	11.4617	\$ 13,470.25
David Clark	0014	Roof Project Project Management October 2009	11.4617	\$ 1,260.00
Kellermeyer Godfryt Hart Architects & Engineers	0015	Professional Engineering Services Roof Project Invoice Number 09.2346 November 9, 2009	11.4617	\$ 5,375.15
Joe Patchett	0016	Roof Project/Ceiling Tiles Miscellaneous site clean-up	11.4617	\$ 70.00
Westmont Interior Supply House	0017	Interior Ceiling Tiles Invoice Number W33572 October 20, 2009	11.4617	\$ 284.96
			TOTAL	<u>\$20,460.36</u>

GENERAL ACCOUNT / CHB 8590

Name of Recipient	Check No.	Memo	WPL Account	Amount
Cataldo, Jill	1028	Super Couponing Program December 10, 2009	11.4501	\$ 325.00
Coen, Julia	1029	Employee Reimbursement Internet Librarian's Conference Monterey, CA, 10/25/09-10/28/09 Travel Expense	11.4134	\$ 703.59
LACONI	1030	Library Administrators Conference of Northern Illinois, Membership Fee	11.4132	\$ 100.00
O'Bryan, Susan	1031	Employee Reimbursement Wreath Program	11.4501	\$ 79.22
Schindler Elevator	1032	Investigate and Repair Elevator , October 2009	11.4622	\$ 481.85
Shilt, Jennifer	1033	Digital Photography Program December 1, 2009	11.4501	\$ 100.00
TBGEC, Inc.	1034	Repair to exterior recessed lights. Replace 2 bollard lights in front. Replace 400w lamp in parking Lot, October 2009	11.4611 11.4611	\$ 612.95 \$ 675.00
			TOTAL	<u>\$ 3,077.61</u>

J. Fedeczko requested a motion to approve the addendum. A. Porter moved to approve, S. Scheid seconded.
 Roll call vote: S. Scheid, C. Gorman, J. Martens, J. Fedeczko, A. Porter, E. Carmichael – All Ayes.
 Motion passed.
 Absent: C. Kaifesh

Treasurer's Report - October

J. Martens had a question about the \$1, 493.14 expenses for Programs on page 2 of the Profit & Loss sheet, at the bottom. J. Martens asked if that amount included the monies spent for the Hispanic cultural event. C. Kuhn said "yes" although the Friends of the Library were donating \$1000.00 towards the Hispanic programs. J. Martens asked if this was reflected. C. Kuhn said that it was not as the money had just been deposited.

J. Fedeczko requested a motion to approve the Treasurer's Report from October. J. Martens moved to approve, A. Porter seconded.
 Roll call vote: S. Scheid, C. Gorman, J. Martens, J. Fedeczko, A. Porter and E. Carmichael – All Ayes.
 Motion passed.
 Absent: C. Kaifesh

Bills and Salaries

J. Fedeczko requested a motion to approve the Bills and Salaries. C. Gorman moved to approve, A. Porter seconded.
 Roll call vote: S. Scheid, C. Gorman, J. Martens, J. Fedeczko, A. Porter, E. Carmichael – All Ayes.
 Motion passed.
 Absent: C. Kaifesh

Unfinished Business

Board to consider the Lighting Replacement, mini project - C. Gorman asked where the mini-project would be located. C. Kuhn said that one test area would be "in the stacks" and one test area would be in the staff/administration area behind the main desk as the actual test retro-fit required a slight change of the ballast. The deep dish pan does not fit in the staff/administration area.

C. Kuhn said that she was leaning towards option number 2. C. Gorman said that as the cost with option 2 is \$7,000.00 how much of the staff/administration area does that complete? C. Kuhn said that it would complete most of the ground floor.

J. Fedeczko asked C. Kuhn if the library was taking advantage of the ComEd rebate. C. Kuhn said that we were not as we do not pay for our electric.

J. Fedeczko asked if this test project at \$7,000.00 is just a mini test project. C. Kuhn explained the process and how it would be good to carry out a test prior to the overall project because the bid would be more precise.

C. Gorman asked if the \$7,000.00 included parts and labor. C. Kuhn said that it did.

J. Fedeczko asked if there were any more questions. S. Scheid asked what the main difference was between Option 1 vs Option 2. C. Kuhn explained that Option 1 is a retro-fit...which doesn't fit (gap).

Option 2 is a new fit and the one in the stacks works.

Option 3 may include tiles from a company that might not be able to follow up.

Option 2 using Lithonia is most appealing. S. Scheid asked if C. Kuhn included other products in her comparisons. C. Kuhn said "yes" but all arrows pointed towards Lithonian.

J. Fedeczko requested a motion to accept Option 2. J. Martens moved to accept and E. Carmichael seconded.

Roll call vote: S. Scheid, C. Gorman, J. Martens, J. Fedeczko, A. Porter and E. Carmichael – All Ayes.

Motion passed.

Absent: C. Kaifesh

New Business

Board to consider the Per Capita Grant (Pro Forma Application)

This document was not available for review. J. Fedeczko suggested tabling this item until December 15th.

Executive Session

Board adjourned at 7:40 p.m. to enter into Executive Session to discuss Personnel.

J. Fedeczko moved to go into Executive Session, to discuss Personnel, at 7:42 p.m. A. Porter moved to approve and J. Martens seconded.

Executive Session ended at 8:00 p.m.

J. Fedeczko requested a motion to adjourn. A. Porter moved to approve, C. Gorman seconded.

Meeting was adjourned at 8:02 p.m. Motion passed unanimously.

Respectfully submitted,



Chris Gorman
Westmont Public Library
Board of Trustees, Secretary