

BRIDGEVIEW PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
December 12, 2011

President Randy Carben called the meeting to order at 7:00 p.m.

Upon roll call the following Trustees were present: Lila Marek, Alice Vilimek and Arlene Jaguszewski, Marwan Al Safadi and Randy Carben. Trustees Sue Kasten and Gary Lewis were absent. Also present Director Rose Taylor and Attorney Rachel Rondy.

President Randy Carben led the board in the Pledge of Allegiance.

2011 - 113 Motion by Trustee Carben and seconded by Trustee Jaguszewski to approve the agenda with the exception of item #6, the minutes of the closed session meeting of November 14, 2011 which are not available for this meeting.

Upon roll call vote:

Ayes: 5 Trustees Marek, Vilimek, Jaguszewski, Al Safadi and Carben.

Nays: 0

Absent: 2 Trustees Kasten and Lewis.

Motion Carried.

2011 - 114 Motion by Trustee Marek and seconded by Trustee Vilimek to approve the regular meeting minutes dated November 14, 2011.

Upon roll call vote:

Ayes: 5 Trustees Marek, Vilimek, Jaguszewski, Al Safadi and Carben.

Nays: 0

Absent: 2 Trustees Kasten and Lewis.

Motion Carried.

Prior to the motion to approve bills, the Board questioned and discussed separate items that were on the listing of bills to be paid and prepaid bills.

2011 - 115 Motion by Trustee Jaguszewski and seconded by Trustee Vilimek to approve the 4 consent agenda items as listed; 7A approval of treasurer's report dated November 2011; 7B prepaid bills in the amount of \$6,636.26; 7C bills in the amount of \$38,266.32; and 7D transfer of funds in the amount of \$100,000.00.

Upon roll call vote:

Ayes: 5 Trustees Marek, Vilimek, Al Safadi, Jaguszewski, and Carben.

Nays: 0

Absent: 2 Trustees Kasten and Lewis.

Motion Carried.

Director's Report: Director Taylor reported on Mango language seminar, the on-line teaching tool to learn a foreign language; her attendance at the Senior Fair; problems with the old elevator company and hiring of the new company; reported on the Hartford Risk Management visit to

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Attorney's Report: Attorney Rondy's report will be given in closed session due to a matter of litigation.

Committee Reports: There were no committee reports.

Unfinished Business: 11A Roof Leaks will be discussed in closed session; 11B The rental property was discussed in regards to the tax issues. There was discussion regarding renting the property and the tax issues of removing the property from the tax rolls. 11C attendance for the Director at the March 13 – 18, 2011 PLA conference was discussed;

2011 – 116 Motion by Trustee Jaguszewski and seconded by Trustee Vilimek to approve the PLA conference attendance for Director Taylor not to exceed \$2,600.00.

Upon roll call vote:

Ayes: 5 Trustees Marek, Vilimek, Al Safadi, Jaguszewski, and Carben.

Nays: 0

Absent: 2 Trustees Kasten and Lewis.

Motion Carried.

11D Staff raises; 11E 2012 Budget and 11F Director's Evaluation will all be discussed at next month's meeting.

New Business: 12A Gift Cards for Staff, Director Taylor requested approval to purchase \$25.00 gift cards for the staff for Christmas.

2011-117 Motion by Trustee Carben and seconded by Trustee Jaguszewski to approve the purchase of \$25.00 gift cards for Applebee's for the staff.

Upon roll call vote:

Ayes: 5 Trustees Marek, Vilimek, Al Safadi, Jaguszewski, and Carben.

Nays: 0

Absent: 2 Trustees Kasten and Lewis.

Motion Carried.

New business, cont'd: 12B Astoria Cleaning Service was discussed. The need for a cleaning service is necessary due to staff being gone on medical leave.

Trustee Al Safadi opened discussion regarding the hours of operation of the library. Director Taylor discussed the hours the staff works and the cross training of employees.

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2011- 118 Motion by Trustee Marek and seconded by Trustee Vilimek to go into closed session for a matter of litigation and matters of personnel.

Upon roll call vote:

Ayes: 5 Trustees Marek, Vilimek, Al Safadi, Jaguszewski, and Carben.

Nays: 0

Absent: 2 Trustees Kasten and Lewis.

Motion Carried.

8:09 p.m.

President Carben reconvened the meeting at 8:27 p.m.

2011 – 119 Motion by Trustee Marek and seconded by Trustee Jaguszewski to accept the Astoria Cleaning contract for 3 days a week at \$935.00 per month.

Upon roll call vote:

Ayes: 5 Trustees Marek, Vilimek, Al Safadi, Jaguszewski, and Carben.

Nays: 0

Absent: 2 Trustees Kasten and Lewis.

Motion Carried.

2011 – 120 Motion by Trustee Marek and seconded by Trustee Vilimek to adjourn the meeting.

Upon voice vote with all Ayes and no Nays, the **Motion Carried.**

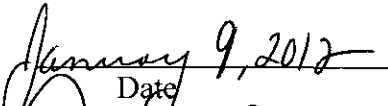
The meeting adjourned at 8:36 p.m.

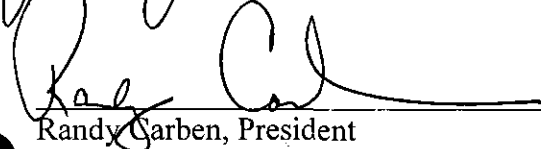
Respectfully submitted,

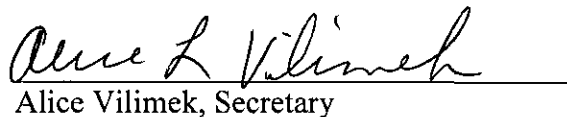


Vicki Choate, Recording Secretary

APPROVED:


Date


Randy Carben, President


Alice Vilimek, Secretary