

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
February 13, 2012

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

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

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

President Carben asked if there were any visitors that wished to address the Board. Mr. Bill Cronch addressed the Board regarding incidents that transpired at the library regarding him receiving homework help from Ms. Hotzfield, which resulted in her being disciplined with a write up and subsequently, Ms. Hotzfield's resignation. Employees Ms. Adriana Williamson and Ms. Amanda Crowley also addressed the Board regarding these incidents. Attorney Rondy suggested that these issues be discussed in closed session due to the fact that it did involve matters of personnel.

**2012 - 12** Motion by Trustee Lewis and seconded by Trustee Marek to approve the agenda  
Upon roll call vote:  
Ayes: 7 Trustees Kasten, Lewis, Jaguszewski, Marek, Vilimek, Al Safadi and Carben.  
Nays: 0  
**Motion Carried.**

**2012 - 13** Motion by Trustee Marek and seconded by Trustee Kasten to approve the regular meeting minutes dated January 9, 2012.  
Upon roll call vote:  
Ayes: 5 Trustees Kasten, Marek, Vilimek, Al Safadi and Carben.  
Nays: 0  
Abstain: 2 Trustees Lewis and Jaguszewski.  
**Motion Carried.**

**2012 - 14** Motion by Trustee Jaguszewski and seconded by Trustee Marek to approve the closed session minutes of January 9, 2012.  
Upon roll call vote:  
Ayes: 6 Trustees Kasten, Jaguszewski, Marek, Vilimek, Al Safadi and Carben.  
Nays: 0  
Abstain: 1 Trustee Lewis.  
**Motion Carried.**

Before approval of bills the board discussed particular payments and charges of submitted invoices.

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**2012 - 15** Motion by Trustee Lewis and seconded by Trustee Jaguszewski to approve the 4 consent agenda items as listed; 8A approval of Treasurer's Report dated January 2012; 8B prepaid bills in the amount of \$6,642.97; 8C bills in the amount of \$56,976.92; and 8D transfer of funds in the amount of \$45,000.00.

Upon roll call vote:

Ayes: 7 Trustees Kasten, Lewis, Jaguszewski, Marek, Vilimek, Al Safadi and Carben.

Nays: 0

**Motion Carried.**

**Director's Report:** Director Taylor reported on the budget, an employee's resignation; fence damage from Land and Lakes; need for a full time maintenance employee and that the celebration for service years was delayed until the next meeting.

**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:** 12A Roof Leaks will be discussed in closed session; 12B The rental property tax application is still pending. Springfield has 90 days to respond. 12C 2012 Budget, 12D Staff Raises and 12E Director Evaluation will be discussed in closed session. The budget can not be discussed in the open meeting yet because staff raises have not yet been determined.

**New Business:** 13A Full Time Maintenance Person, Director Taylor stated that George's position must be held open until November. Once spring and summer comes there will be more duties for the maintenance person to do. 13B New Server, Director Taylor stated that the library is in need of a new server. There was discussion as to which line item this expense would come from in the budget.

**2012 - 16** Motion by Trustee Lewis and seconded by Trustee Jaguszewski to table the new server decision until the March meeting pending a minimum of three bids.

Upon roll call vote:

Ayes: 7 Trustees Kasten, Lewis, Jaguszewski, Marek, Vilimek, Al Safadi and Carben.

Nays: 0

**Motion Carried.**

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New Business, cont'd: 13C Close March 26, 2012, if the weather holds out and subject to all attending, the library will need to be closed for water testing regarding the roof leaks.

- 2012 – 17** Motion by Trustee Lewis and seconded by Trustee Marek to close the library on Monday, March 26, 2012 for testing, subject to attendance by all the parties required to be there.  
Upon roll call vote:  
Ayes: 7 Trustees Kasten, Lewis, Jaguszewski, Marek, Vilimek, Al Safadi and Carben.  
Nays: 0  
**Motion Carried.**

New Business, cont'd: 13D Progressive Discipline Policy, will be discussed in closed session due to a matter of personnel. 13E, Director's Spending Limits Policy, President Carben opened discussion regarding lowering the authorized spending limits of the Director. It was stated a policy change needs two meetings/discussion/readings prior to the vote for change.

Ms. Lori Kinzel asked to address the Board to clarify matters that were discussed earlier in the meeting.

- 2012 -18** Motion by Trustee Lewis and seconded by Trustee Jaguszewski to go into closed session for matters of litigation and personnel.  
Upon roll call vote:  
Ayes: 7 Trustees Kasten, Lewis, Jaguszewski, Marek, Vilimek, Al Safadi and Carben.  
Nays: 0  
**Motion Carried.**  
**8:00 p.m.**

President Carben reconvened the meeting at 9:45 p.m.

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There were two more items added to the next agenda.

**2012 - 19** Motion by Trustee Lewis and seconded by Trustee Jaguszewski to adjourn the meeting.  
Upon roll call vote:  
Ayes: 7 Trustees Kasten, Lewis, Jaguszewski, Marek, Vilimek, Al Safadi and Carben.  
Nays: 0  
**Motion Carried.**

The meeting adjourned at 9:48 p.m.

Respectfully submitted,

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Vicki Choate, Recording Secretary

APPROVED:

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Date

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Randy Carben, President

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Alice Vilimek, Secretary