

BRIDGEVIEW PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
January 14, 2013

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, Marwan Al Safadi, Sue Kasten, Gary Lewis and Randy Carben. Trustee Arlene Jaguszewski was absent. Also present Acting Director Kinzel, Acting Assistant Director Sebuck and Attorney Kristen Parks.

President Randy Carben led the Board and audience in the Pledge of Allegiance.

- 2013 - 1** Motion by Trustee Lewis and seconded by Trustee Marek to approve the agenda.
Upon roll call vote:
Ayes: 6 Trustees Vilimek, Al Safadi, Marek, Kasten, Lewis and Carben.
Nays: 0
Absent: 1 Trustee Arlene Jaguszewski.
Motion Carried.

Mr. Jonathan Butkus, introduced himself and gave a brief description of his business. He presented to the Board the services he could offer the Library including consulting on hardware, software, computer solutions, RFPs, review proposals and determine the best fit for the library financially and technical support for the Library's needs.

- 2013 - 2** Motion by Trustee Lewis and seconded by Trustee Kasten to approve the Regular Meeting minutes of December 10, 2012.
Upon roll call vote:
Ayes: 6 Trustees Marek, Kasten, Vilimek, Al Safadi, Lewis and Carben.
Nays: 0
Absent: 1 Trustee Jaguszewski.
Motion Carried.

- 2013 - 3** Motion by Trustee Kasten and seconded by Trustee Vilimek to approve the Closed Session minutes of December 10, 2012.
Upon roll call vote:
Ayes: 6 Trustees Marek, Kasten, Vilimek, Al Safadi, Lewis and Carben.
Nays: 0
Absent: 1 Trustee Jaguszewski.
Motion Carried

- 2013 - 4** Motion by Trustee Lewis and seconded by Trustee Kasten to approve the 4 Consent Agenda items as listed and read: 9A Approve the Treasurer's Report dated December 2012; 9B Prepaid bills in the amount of \$8,373.23; 9C Bills in the amount of \$30,034.75 and 9D

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Transfer of funds in the amount of \$70,000.00.

Upon roll call vote:

Ayes: 6 Trustees Marek, Kasten, Vilimek, Al Safadi, Lewis and Carben.

Nays: 0

Absent: 1 Trustee Jaguszewski.

Motion Carried.

Director's Report: Acting Director Kinzel gave the Director's Report which had been previously presented, in written report form, to the Board.

Attorney's Report: Attorney Parks' discussed the requirements of the Open Meetings Act including the specificity of the Agenda.

Committee Reports: There were no Committee Reports.

Unfinished Business: 13A Youth Authors Program Justice Public Library;

2013 – 5 Motion by Trustee Lewis and seconded by Trustee Carben to approve participation in the Young Author's Program with Justice Public Library not to exceed \$500.00.

Upon roll call vote:

Ayes: 6 Trustees Marek, Kasten, Vilimek, Al Safadi, Lewis and Carben.

Nays: 0

Absent: 1 Trustee Jaguszewski.

Motion Carried

Unfinished Business cont'd: 13B Budget – the budget will be discussed in open session after matters of personnel are discussed in closed session. 13C Staff raises – these decisions cannot be made until the personnel issues are determined; 13D ILA Trustee Forum Workshop was discussed; 13E. Roof Leaks – there was no report at this time.

New Business: 14A Time Clocks – the ADP time clock system was discussed; 14B Review Action Regarding Financial Controls – Attorney Zarzour will be asked to prepare a procedure; 14C Current Technology, and 14D Employee Access will be discussed in closed session due to a matter of personnel; 14E Security Cameras – installation of security cameras was discussed; 14F Extending Hours of Operation – schedules are being worked on to perhaps start extending the hours of operation; 14G New Hires for Head of Youth Services and Youth Assistance will be discussed in closed due to matters of personnel; 14H 2013 Library Certification – the Library is certified with the State for 2013; 14I H & R Management Association

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the Library is a member of H & R Association and the services available to the Library were discussed; 14J Purco Heating & Air Conditioning was discussed during the Director's Report, there had been a heating problem in late December and Purco had to be called for repairs. The proposal submitted for repairs was discussed and two or three more proposals were requested.

2013 - 6 Motion by Trustee Lewis and seconded by Trustee Vilimek to go into closed session for matters of personnel and litigation.

Upon roll call vote:

Ayes: 6 Trustees Marek, Lewis, Vilimek, Al Safadi, Kasten and Carben.

Nays: 0

Absent: 1 Trustee Jaguszewski.

Motion Carried.

8:32 p.m.

President Randy Carben reconvened the regular meeting at 10:00 p.m.

2013 - 7 Motion by Trustee Lewis and seconded by Trustee Kasten to adjourn.

Upon voice vote with all ayes and no nays, **Motion Carried.**

The meeting adjourned at 10:04 p.m.

Respectfully submitted,

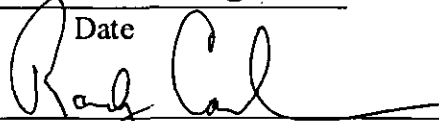


Vicki Choate, Recording Secretary

APPROVED:

2-11-13

Date



Randy Carben, President



Alice Vilimek, Secretary