

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
January 9, 2012

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

Upon roll call the following Trustees were present: Sue Kasten, Lila Marek, Alice Vilimek, Marwan Al Safadi and Randy Carben. Trustees Arlene Jaguszewski 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.

- 2012 - 1** Motion by Trustee Safadi and seconded by Trustee Marek to approve the agenda  
Upon roll call vote:  
Ayes: 5 Trustees Marek, Vilimek, Kasten, Safadi and Carben.  
Nays: 0  
Absent: 2 Trustees Jaguszewski and Lewis.  
**Motion Carried.**
- 2012 - 2** Motion by Trustee Safadi and seconded by Trustee Vilimek to approve the regular meeting minutes dated December 12, 2011.  
Upon roll call vote:  
Ayes: 5 Trustees Marek, Vilimek, Kasten, Safadi and Carben.  
Nays: 0  
Absent: 2 Trustees Jaguszewski and Lewis.  
**Motion Carried.**
- 2012 - 3** Motion by Trustee Marek and seconded by Trustee Kasten to approve the closed session minutes of November 14, 2011.  
Upon roll call vote:  
Ayes: 5 Trustees Marek, Vilimek, Kasten, Safadi and Carben.  
Nays: 0  
Absent: 2 Trustees Jaguszewski and Lewis.  
**Motion Carried.**
- 2012 - 4** Motion by Trustee Marek and seconded by Trustee Kasten to approve the closed session minutes of December 12, 2011 with the correction of the hourly rate to \$10.00 per hour.  
Upon roll call vote:  
Ayes: 5 Trustees Marek, Vilimek, Kasten, Safadi and Carben.  
Nays: 0  
Absent: 2 Trustees Jaguszewski and Lewis.  
**Motion Carried.**

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

- 2012 - 5** Motion by Trustee Kasten and seconded by Trustee Vilimek to approve the 4 consent agenda items as listed; 8A approval of treasurer's report dated December 2011; 8B prepaid bills in the amount of \$6,683.04; 8C bills in the amount of \$43,865.20; and 8D transfer of funds in the amount of \$45,000.00.

Upon roll call vote:

Ayes: 5 Trustees Marek, Vilimek, Kasten, Safadi and Carben.

Nays: 0

Absent: 2 Trustees Jaguszewski and Lewis.

**Motion Carried.**

Director's Report: Director Taylor reported on the new employee; Astoria cleaning; repair of the elevator's sensor and the wiring; SWAN's revised budget was approved; and the sick leave policy.

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 will be discussed in closed session. 12C Staff raises, 12D 2012 Budget and 12E Director Evaluation will be put on the next meeting's agenda.

New Business: 13A Sick Leave policy was discussed.

- 2012 - 6** Motion by Trustee Carben to change the sick leave policy to read if the employee has sick time they can use all the sick time until the sick time is exhausted.

**The motion failed for lack of a second.**

- 2012 -- 7** Motion by Trustee Carben and seconded by Trustee Marek to change the sick leave policy, paragraph 8, to read 'sick leave may be taken up to full amount accrued'.

Upon roll call vote:

Ayes: 5 Trustees Marek, Vilimek, Kasten, Safadi and Carben.

Nays: 0

Absent: 2 Trustees Jaguszewski and Lewis.

**Motion Carried.**

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New Business, cont'd: 13B IMRF Pension Service Credits policy was discussed.

- 2012 - 8** Motion by Trustee Carben and seconded by Trustee Kasten to change the IMRF Pension Service Credits for Unpaid, Unused Sick Leave. Remove from paragraph 1, 'in excess of the amount which may be accumulated'. Remove from paragraph 2 the first word 'This'.  
Upon roll call vote:  
Ayes: 5 Trustees Marek, Vilimek, Kasten, Safadi and Carben.  
Nays: 0  
Absent: 2 Trustees Jaguszewski and Lewis.  
**Motion Carried.**

New Business, cont'd: 13C Disability Leave and 13D FMLA was for information purposes only.  
13E The Trustee Forum was discussed.

- 2012 - 9** Motion by Trustee Vilimek and seconded by Trustee Kasten to go into closed session for a matter of litigation, matters of personnel and the rental property.  
Upon roll call vote:  
Ayes: 5 Trustees Marek, Vilimek, Kasten, Safadi and Carben.  
Nays: 0  
Absent: 2 Trustees Jaguszewski and Lewis.  
**Motion Carried.**  
**8:23 p.m.**

President Carben reconvened the meeting at 8:46 p.m.

- 2012 - 10** Motion by Trustee Marek and seconded by Trustee Kasten to approve the testing suggested by the specialist and our attorney with an estimated price of \$25,000.00.  
Upon roll call vote:  
Ayes: 5 Trustees Marek, Vilimek, Kasten, Safadi and Carben.  
Nays: 0  
Absent: 2 Trustees Jaguszewski and Lewis.  
**Motion Carried.**

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**2012 - 11** Motion by Trustee Marek and seconded by Trustee Safadi to adjourn the meeting.  
Upon voice vote with all Ayes and no Nays, the **Motion Carried.**

The meeting adjourned at 8:48 p.m.


Respectfully submitted,

  
\_\_\_\_\_  
Vicki Choate, Recording Secretary

APPROVED:

2-13-12

Date

  
\_\_\_\_\_  
Randy Carben, President

  
\_\_\_\_\_  
Alice Vilimek, Secretary



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.

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
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February 13, 2012  
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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.**

BRIDGEVIEW PUBLIC LIBRARY  
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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.**

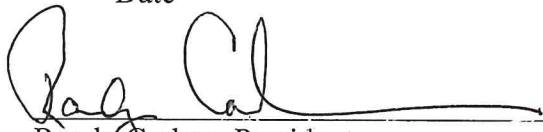
The meeting adjourned at 9:48 p.m.

Respectfully submitted,

  
\_\_\_\_\_  
Vicki Choate, Recording Secretary

APPROVED:

3/12/12  
Date

  
\_\_\_\_\_  
Randy Carben, President

  
\_\_\_\_\_  
Alice Vilimek, Secretary

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
March 12, 2012

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

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

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

There was a presentation by Current Technologies, an IT Consultant firm from Downers Grove, on the new server that is needed to support the current and new applications of the library.

President Carben asked if there were any visitors that wished to address the Board. Ms. Lori Kinzel, Deputy Director, stated that on February 14, 2012 a representative of ABC7's Windy City Live was at the library and the staff explained each of their departments. Chris, the Head of the Reference Dept. stated that there is a great need for a new server, and Amanda also stated that she spends a great deal of time teaching old computer applications.

**2012 - 20** Motion by Trustee Jaguszewski and seconded by Trustee Marek to approve the agenda

Upon roll call vote:

Ayes: 5 Trustees Lewis, Jaguszewski, Marek, Vilimek, and Carben.

Nays: 0

Absent: 2 Trustees Kasten and Al Safadi.

**Motion Carried.**

**2012 - 21** Motion by Trustee Marek and seconded by Trustee Vilimek to approve the regular meeting minutes dated February 13, 2012 with the change of removing in paragraph four the section that reads, which, in Mr. Cronch's opinion, .

Upon roll call vote:

Ayes: 5 Trustees Lewis, Jaguszewski, Marek, Vilimek, and Carben.

Nays: 0

Absent: 2 Trustees Kasten and Al Safadi.

**Motion Carried.**

**2012 - 22** Motion by Trustee Marek and seconded by Trustee Jaguszewski to approve the closed session minutes of February 13, 2012.

Upon roll call vote:

Ayes: 5 Trustees Lewis, Jaguszewski, Marek, Vilimek, and Carben.

Nays: 0

Absent: 2 Trustees Kasten and Al Safadi.

**Motion Carried.**



BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
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**2012 - 23** Motion by Trustee Lewis and seconded by Trustee Jaguszewski to approve the 4 consent agenda items as listed and read; 9A approval of Treasurer's Report dated February 2012; 9B prepaid bills in the amount of \$6,486.02; 9C bills in the amount of \$124,131.79; and 9D transfer of funds in the amount of \$175,000.00.

Upon roll call vote:

Ayes: 5 Trustees Lewis, Jaguszewski, Marek, Vilimek, and Carben.

Nays: 0

Absent: 2 Trustees Kasten and Al Safadi.

**Motion Carried.**

Director's Report: Director Taylor gave her Director's report which had been distributed, in written form, to the Trustee's prior to the 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: 13A Roof Leaks will be discussed in closed session; 13B The rental property tax application is still pending. 13C 2012 Budget and 13D Staff Raises will be discussed in closed session; 13E Director Evaluation will be discussed in closed session and Trustee Al Safadi needs to get the form for the evaluation. 13F Full Time Maintenance Person, the Board asked for a report on what the part/time person does. 13G New Server, the Board would like to Call Jonathan Butkus for a presentation regarding the server; 13H Progressive Discipline Policy, would like to be put on next month's agenda;

**2012 - 24** Motion by Trustee Lewis and seconded by Trustee Marek to table the Progressive Discipline Policy to the next meeting.

Upon roll call vote:

Ayes: 5 Trustees Lewis, Jaguszewski, Marek, Vilimek, and Carben.

Nays: 0

Absent: 2 Trustees Kasten and Al Safadi.

**Motion Carried.**

Unfinished Business, cont'd: 13I Director's spending limits policy, the spending limits were discussed.



BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
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- 2012 – 25** Motion by Trustee Carben and seconded by Trustee Lewis to change the spending limits of the library Director of the Bridgeview Public Library is authorized to spend up to \$1,000.00, on any single item, without prior board approval.  
Upon roll call vote:  
Ayes: 4 Trustees Lewis, Marek, Vilimek, and Carben.  
Nays: 0  
Abstain: 1 Trustee Jaguszewski.  
Absent: 2 Trustees Kasten and Al Safadi.  
**Motion Carried.**

New Business: 14A Hiring and Firing,

- 2012 – 26** Motion by Trustee Lewis and seconded by Trustee Marek to table the Hiring and Firing discussion until the next board meeting.  
Upon roll call vote:  
Ayes: 5 Trustees Lewis, Jaguszewski, Marek, Vilimek, and Carben.  
Nays: 0  
Absent: 2 Trustees Kasten and Al Safadi.  
**Motion Carried.**

New Business, cont'd: 14B B Trustees Duties, Functions and Responsibilities, and 14C Director's Duties, this informational packet was previously distributed to the Trustees. 14D New Lighting, there are hallway areas in the library that do not have enough lighting and there is a need for additional lighting to be added.

- 2012 -27** Motion by Trustee Carben and seconded by Trustee Lewis to go into closed session for matters of litigation, personnel and real estate.  
Upon roll call vote:  
Ayes: 5 Trustees Lewis, Jaguszewski, Marek, Vilimek, and Carben.  
Nays: 0  
Absent: 2 Trustees Kasten and Al Safadi.  
**Motion Carried.**  
**8:30 p.m.**

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

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
March 12, 2012  
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Upon roll call the following Trustees were present: Gary Lewis, Lila Marek, Alice Vilimek, Arlene Jaguszewski, Marwan Al Safadi and Randy Carben. Trustee Sue Kasten was absent. . Also present Director Rose Taylor and Attorney Rachel Rondy. It was noted that Trustee Marwan Al Safadi arrived at 9:23 p.m. while the meeting was in closed session.

**2012 - 28** Motion by Trustee Carben and seconded by Trustee Lewis to open closed session minutes of September 10, 2007, October 15, 2007, November 26, 2007, February 11, 2008, August 10, 2009, April 18, 2011 and October 3, 2011.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustees Kasten.

**Motion Carried.**

**2012 - 29** Motion by Trustee Lewis and seconded by Trustee Jaguszewski to adjourn the meeting. Upon voice vote will all ayes and no nays **Motion Carried.**

The meeting adjourned at 9:55 p.m.

Respectfully submitted,

Vicki Choate  
Vicki Choate, Recording Secretary

APPROVED:

4-9-2012  
Date

Randy Carben  
Randy Carben, President

Alice Vilimek  
Alice Vilimek, Secretary

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
April 9, 2012

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

Upon roll call the following Trustees were present: Gary Lewis, Lila Marek, Alice Vilimek, Arlene Jaguszewski, Sue Kasten, 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.

There was a presentation of Recognition of Staff for their years of service at the Bridgeview Public Library. Donna Plocharczyk, 20 years; George Mitchell, 10 years; Pat Enright, 6 years; Paula Fahmy, 6 years; and Rose Taylor, 5 years.

- 2012 - 30** Motion by Trustee Lewis and seconded by Trustee Carben to take a short recess.  
Upon voice vote:  
Ayes: 7 Trustees Lewis, Jaguszewski, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
**Motion Carried.**

There was a short recess so that everyone could enjoy cake and coffee in the honor of the employees being recognized.

Mr. Jonathan Butkus, IT Director for the Village of Bridgeview, made a short presentation regarding the proposal of the computer server purchase as presented by Current Technologies.

President Carben asked if there were any visitors that wished to address the Board. There were no visitors that wished to address the Board.

- 2012 - 31** Motion by Trustee Lewis and seconded by Trustee Marek to approve the agenda  
Upon roll call vote:  
Ayes: 7 Trustees Lewis, Jaguszewski, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
**Motion Carried.**

- 2012 - 32** Motion by Trustee Lewis and seconded by Trustee Vilimek to approve the regular meeting minutes dated March 12, 2012.  
Upon roll call vote:  
Ayes: 6 Trustees Lewis, Jaguszewski, Marek, Vilimek, Al Safadi and Carben.  
Nays: 0  
Abstain: 1 Trustee Kasten.  
**Motion Carried.**

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
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April 9, 2012

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**2012 -33** Motion by Trustee Marek and seconded by Trustee Jaguszewski to approve the closed session minutes of March 12, 2012.

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

Nays: 0

Abstain: 1 Trustee Kasten.

**Motion Carried.**

**2012 -34** Motion by Trustee Jaguszewski and seconded by Trustee Kasten to approve the 4 consent agenda items as listed and read; 10A approval of Treasurer's Report dated March 2012; 10B prepaid bills in the amount of \$6,765.29; 10C bills in the amount of \$6,786.70; and 10D transfer of funds in the amount of \$70,000.00.

Upon roll call vote:

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

Nays: 0

**Motion Carried.**

Director's Report: Director Taylor gave her Director's report which had been distributed, in written form, to the Trustee's prior to the meeting.

Attorney's Report: Attorney Rondy's reported the new prospective testing dates will be June 3<sup>rd</sup> through June 8<sup>th</sup>, 2012 or June 10<sup>th</sup> through June 14<sup>th</sup>, 2012.

Committee Reports: There was no committee report on finance; proposed by-law changes were distributed to the Board members.

Unfinished Business: 14A Roof Leaks will be discussed in closed session; 14B There was no update on the rental property. 14C 2012 Budget and 14D Staff Raises, an updated budget was distributed; 14E Director Evaluation and 14F Full Time Maintenance Person will be discussed in closed session; 14G New Server,

**2012-35** Motion by Trustee Lewis and seconded by Trustee Carben to approve the purchase of the server from the proposal of Current Technologies.

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

Nays: 0

**Motion Carried.**



BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
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Unfinished Business, cont'd: 14H Progressive Discipline Policy and 14I Hiring and Firing will be discussed in closed session; 14J New Lighting, bid from BME Electric was tabled until two more bids are received.

New Business: 15A Non-resident cards;

- 2012 – 36** Motion by Trustee Marek and seconded by Trustee Jaguszewski to approve the 2012 Annual Ordinance Authorizing Public Library non-resident cards.  
Upon roll call vote:  
Ayes: 7 Trustees Lewis, Jaguszewski, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
**Motion Carried.**

New Business, cont'd: 15B Moraine Court Senior Care, pick-up and delivery to Moraine court has started, Attorney Rondy recommended that a Memorandum of Responsibility between the library and Moraine Court be drafted; 15C Trustee Workshop is May 19, 2012 in Homewood, IL for a cost of \$15.00 per trustee; 15D Administration Professional's Day Luncheon is April 25, 2012; 15E Compensation for Water Testing Sundays will be discussed in closed session; 15F FMLA leave, there was a discussion regarding this leave and an insurance benefit discussion. a policy would have to be written and 15G Severance Package will be discussed in closed session.

- 2012 -37** Motion by Trustee Jaguszewski and seconded by Trustee Kasten to go into closed session for matters of litigation and personnel.  
Upon roll call vote:  
Ayes: 7 Trustees Lewis, Jaguszewski, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
**Motion Carried.**  
**8:37 p.m.**

President Carben reconvened the meeting at 9:56 p.m.

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

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING

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**2012 - 38** Motion by Trustee Lewis and seconded by Trustee Jaguszewski to authorize the closing of the library on Sunday June 3, 2012 and Monday June 4, 2012 and also provide alternative dates if they can't provide said test on those dates.

Upon roll call vote:

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

Nays: 0

**Motion Carried.**

**2012 - 39** Motion by Trustee Lewis and seconded by Trustee Kasten to authorize the Library Director to hire a maintenance person up to a max of 30 hours per week at his current rate of pay.

Upon roll call vote:

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

Nays: 0

**Motion Carried.**

**2012 - 40** Motion by Trustee Jaguszewski and seconded by Trustee Marek to adjourn the meeting.

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

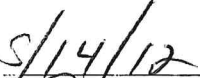
The meeting adjourned at 10:57 p.m.

Respectfully submitted,

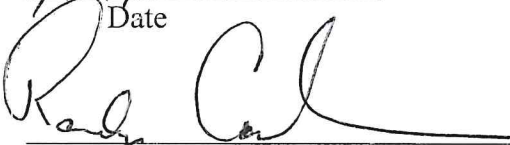


Vicki Choate, Recording Secretary

APPROVED:



Date

  
Randy Carben, President

  
Alice Vilimek, Secretary



X

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE CLOSED SESSION MEETING  
April 9, 2012

President Randy Carben called the meeting to order at 8:42 p.m.

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

Attorney Rachel Rondy discussed the pending litigation. She stated the court granted the motion for testing but required more time before the testing dates were scheduled. Sunday June 3 through June 8<sup>th</sup> and Sunday June 10<sup>th</sup> through June 14<sup>th</sup>.

The litigation of Traveler's Insurance regarding Poulos' surety bond is not going to be dismissed, but there has been no motion as of yet.

The individual employee salaries listed on the 2012 budget were discussed. The return of the Director's evaluations was briefly discussed stating the Trustee Al Safadi was never given an evaluation packet.

Motion by Trustee Lewis and seconded by Trustee Carben to adjourn.  
Upon voice vote there were all ayes and no nays.

**Motion Carried.**

The meeting adjourned at 9:55 pm.

Respectfully submitted,

Vicki Choate  
Vicki Choate, Recording Secretary

closed  
Reviewed  
4/11/16 ALV

APPROVED:

5/14/12  
Date

Randy Carben  
Randy Carben, President

Alice Vilimek  
Alice Vilimek, Secretary

stay closed  
reviewed 6/10/13

9/10/18  
closed session  
A.L.V.

## **2012 ANNUAL ORDINANCE AUTHORIZING PUBLIC LIBRARY NON-RESIDENT CARDS**

WHEREAS, the Bridgeview Public Library is a tax-supported public library; and

WHEREAS, people residing within the jurisdiction boundaries of the Bridgeview Public Library pay taxes to support the library, and so need pay no additional fee to be eligible to receive a library card; and

WHEREAS, PA 92-0166 stipulates that "A person residing outside of a public library service area must apply for a non-resident card at the public library located closest to the person's principal residence", and

WHEREAS, the Office of the Illinois Secretary of State has issued regulations regarding the "closest public library" and also providing three formulae which public libraries can use to determine the non-resident fee; and

WHEREAS, the Board of Library Trustees of the Bridgeview Public Library has determined for it's 2012 fiscal year, commencing January 1, 2012, and ending December 31, 2012, to participate in the non-resident reciprocal borrowing program of it's regional library system and to issue non-resident library cards;

NOW THEREFORE, BE IT AND IT IS HEREBY ORDAINED BY THE BOARD OF LIBRARY TRUSTEES OF THE BRIDGEVIEW PUBLIC LIBRARY as follows:

Section 1: Individuals residing beyond the jurisdictional boundaries of the Bridgeview Public Library whose closest public library is the Bridgeview Public Library and not residing within the boundaries of another public library, and owning no taxable property within the jurisdictional boundaries of the Bridgeview Public Library, may purchase a non-resident fee card for the price of \$x, calculated according to the box which is checked off below:

- ☐ General Mathematical Formula (23 Ad. Code 3050.60(a));
- ☐ Tax Bill Method (23 Ad. Code 3050.60 (b)); or
- ☐ Average Non-Resident Fee (23 Ad. Code 3050.60 (c)), if authorized by the director of the Illinois State Library

Section 2: Individuals residing beyond the jurisdictional boundaries of the Bridgeview Public Library, but owning (as an individual, a partner, the principal stockholder, or other joint owner) taxable property within the jurisdictional boundaries of the Bridgeview Public Library, or serving as a senior Administrative Officer of a firm, business or other corporation owning taxable property within the jurisdictional boundaries of the Bridgeview Public Library, notwithstanding anything to the contrary in this Ordinance, may obtain one (1) non-resident library card without payment of the non-resident fee upon presentation of the most recent tax bill upon that taxable property; provided however, that in no event shall privileges and use of the Library be extended to more than one (1) individual non-resident for each parcel of taxable property. Each non-resident library card issued pursuant to this Section is limited to the exclusive use of the individual whose name appears on its face.

Section 3: The President of the Board of Library Trustees shall notify the regional library system in writing within 30 days of the adoption of this ordinance stating that (a) the effective date of this Ordinance, (b) the beginning and ending dates of the 12-month period of validity for non-resident library cards issued pursuant to this Ordinance, and (c) the fee formula as set forth herein.

Section 4: The Bridgeview Public Library shall continue to honor all non-resident library cards heretofore issued by the Library, for the full term of purchase.

Section 5: The Bridgeview Public Library shall cooperate with other participating area public libraries and the regional library system and adjacent regional library systems to determine the appropriate non-resident service areas, as stated in 23 Ad. Code 3050.25.

Section 6: The Policy of the Bridgeview Public Library for service to non-residents including a description of the Library's service areas and the methods of calculating fees shall be available for public inspection at the Library.

Section 7: a valid non-resident library card issued by the Bridgeview Public Library pursuant to this Ordinance shall accord a non-resident library cardholder all the services which this Library provides to its residents including reciprocal borrowing privileges.

Section 8: No non-resident is eligible to receive a "local use" library card from the Bridgeview Public Library.

ADOPTED this 9 day of April, 2012, by a roll call vote as follows:

AYES: 7

NAYS: 0

ABSENT: 0

APPROVED by the President and Board of Library Trustees of the Bridgeview Public Library.



President, Bridgeview Public Library Board of Trustees

ATTEST:



Secretary, Bridgeview Public Library Board of Trustees



BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE SPECIAL MEETING  
May 1, 2012

President Randy Carben called the meeting to order at 6:00 p.m.

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

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. There were no visitors.

**2012 - 41** Motion by Trustee Vilimek and seconded by Trustee Carben to approve the agenda with the correction of the start time to 6:00 p.m.

Upon voice vote:

Ayes: 5 Trustees Lewis, Marek, Vilimek, Kasten, and Carben.

Nays: 0

Absent: 2 Trustees Jaguszewski and Al Safadi.

**Motion Carried.**

Unfinished Business: 5A Budget, and 5B Bylaws/Policies will be discussed in closed session due to matters of personnel.

New Business: 6A Employee Severance will be discussed in closed session due to a matter of personnel.

**2012 -42** Motion by Trustee Lewis and seconded by Trustee Kasten to go into closed session for matters of personnel.

Upon roll call vote:

Ayes: 5 Trustees Lewis, Marek, Vilimek, Kasten, and Carben.

Nays: 0

Absent: 2 Trustees Jaguszewski and Al Safadi.

**Motion Carried.**

**6:07 p.m.**

President Carben reconvened the meeting at 8:08 p.m.

Upon roll call the following Trustees were present: Gary Lewis, Lila Marek, Alice Vilimek, Arlene Jaguszewski, Sue Kasten, and Randy Carben. Trustee Jaguszewski arrived at 6:29 p.m. during closed session. Also present Director Rose Taylor.

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE SPECIAL MEETING

May 1, 2012

Page two

**2012 – 43** Motion by Trustee Jaguszewski and seconded by Trustee Carben to approve the budget as discussed and presented with the exception on salaries of Rose Taylor and Lori Kinzel. Lori Kinzel will receive a 1.5% increase and the Board has decided to hold off an increase for Rose Taylor pending a 3 month review.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Al Safadi.

**Motion Carried.**

Director Taylor asked for an explanation as to why she didn't receive an increase. Trustee Jaguszewski explained the reason of the Board's decision.

**2012 – 44** Motion by Trustee Lewis and seconded by Trustee Marek to adjourn the meeting. Upon voice vote will all ayes and no nays **Motion Carried.**

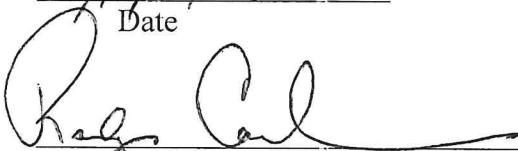
The meeting adjourned at 8:15 p.m.

Respectfully submitted,

  
\_\_\_\_\_  
Vicki Choate, Recording Secretary

APPROVED:

5/14/12  
Date

  
\_\_\_\_\_  
Randy Carben, President

  
\_\_\_\_\_  
Alice Vilimek, Secretary

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE CLOSED SESSION SPECIAL MEETING  
May 1, 2012

President Randy Carben called the meeting to order at 6:17 p.m.

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

The severance package for George Mitchell was discussed including all issues of insurance costs, sick leave, library insurance contributions vs. his insurance contributions. Attorney Rondy will be contacted regarding a severance package agreement.

Trustee Arlene Jaguszewski arrived at 6:29 p.m.

The Director's evaluation forms were discussed regarding the scores given in each category of the form. The individual comments from each Trustee will be discussed at a future meeting. However, the board discussed some of the areas that are lacking in her performance as Director.

The individual salaries of Lori Kinzel, Amanda Crowley and Rose Taylor, as listed on the 2012 budget, were discussed in detail.

The board reached a consensus of the raises of Lori Kinzel and Amanda Crowley and the Board felt that a quarterly evaluation will be held for the Director prior to approving any raise.

Motion by Trustee Jaguszewski and seconded by Trustee Lewis to adjourn.

Upon voice vote there were all ayes and no nays.

**Motion Carried.**

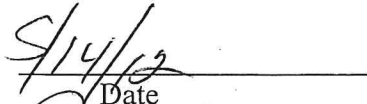
The meeting adjourned at 8:06 pm.


Respectfully submitted,



Vicki Choate, Recording Secretary

APPROVED:

  
Date

  
Randy Carben, President

  
Alice Vilimek, Secretary



BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
May 14, 2012

President Randy Carben called the meeting to order at 7:05 p.m.

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

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

- 2012 - 45** Motion by Trustee Marek and seconded by Trustee Vilimek to approve the agenda  
Upon voice vote:  
Ayes: 7 Trustees Lewis, Jaguszewski, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
**Motion Carried.**
- 2012 - 46** Motion by Trustee Marek and seconded by Trustee Kasten to approve the regular meeting minutes dated April 9, 2012.  
Upon roll call vote:  
Ayes: 7 Trustees Lewis, Jaguszewski, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
**Motion Carried.**
- 2012 - 47** Motion by Trustee Lewis and seconded by Trustee Jaguszewski to approve the closed session meeting minutes dated April 9, 2012.  
Upon roll call vote:  
Ayes: 7 Trustees Lewis, Jaguszewski, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
**Motion Carried.**
- 2012 - 48** Motion by Trustee Marek and seconded by Trustee Kasten to approve the special meeting minutes dated May 1, 2012.  
Upon roll call vote:  
Ayes: 7 Trustees Lewis, Jaguszewski, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
**Motion Carried.**
- 2012 - 49** Motion by Trustee Lewis and seconded by Trustee Jaguszewski to approve the special meeting closed session minutes dated May 1, 2012.  
Upon roll call vote:  
Ayes: 7 Trustees Lewis, Jaguszewski, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
**Motion Carried.**

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING

May 14, 2012

Page two

- 2012 -50** Motion by Trustee Jaguszewski and seconded by Trustee Vilimek to approve the 4 consent agenda items as listed and read; 10A approval of Treasurer's Report dated April 2012; 10B prepaid bills in the amount of \$9,951.60; 10C bills in the amount of \$41,086.30; and 10D transfer of funds in the amount of \$100,000.00.

Upon roll call vote:

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

Nays: 0

**Motion Carried.**

Director's Report: Director Taylor gave her Director's report which had been distributed, in written form, to the Trustee's prior to the meeting.

Attorney's Report: Attorney Rondy's reported on the testing dates regarding the roof leaks and she still has not received any information from Springfield in regards to the rental property status.

- 2012 - 51** Motion by Trustee Lewis and seconded by Trustee Marek to authorize the closing of the library for two consecutive days between the week of June 3<sup>rd</sup> – 10<sup>th</sup>, 2012 for testing in case of needed rain dates.

Upon roll call vote:

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

Nays: 0

**Motion Carried.**

Unfinished Business: 14A Roof Leaks and 14B Rental property was reported on during the Attorney's Report; 14C Staff Raises, Although the motion to approve the budget and salaries was made as motion **2012-43** and carried at the May 1, 2012 meeting and approved in the minutes presented at the May 14, 2012 meeting Director Rose Taylor requested that the motion be repeated at the May 14, 2012 meeting stating it was not on the May 1<sup>st</sup> agenda. The Board stated that the Budget was listed under Unfinished Business on the May 1, 2012 agenda and salaries are part of the budget.

- 2012 – 52** Motion by Trustee Lewis and seconded by Trustee Jaguszewski to approve a 1.5% raise for Lori Kinzel and to hold off any increase for Rose Taylor pending a 3 month review.

Upon roll call vote:

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

Nays: 0

**Motion Carried.**

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
May 14, 2012  
Page three

Unfinished Business, cont'd: and 14D Director Evaluation will be discussed in closed Session; 14E Progressive Discipline Policy;

- 2012 – 53** Motion by Trustee Carben and seconded by Trustee Lewis to table the Progressive Discipline Policy.  
Upon roll call vote:  
Ayes: 7 Trustees Lewis, Jaguszewski, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
**Motion Carried.**

Unfinished Business, cont'd: 14F Hiring and Firing;

- 2012 – 54** Motion by Trustee Carben and seconded by Trustee Lewis to table the Hiring and Firing discussion until the June meeting.  
Upon roll call vote:  
Ayes: 7 Trustees Lewis, Jaguszewski, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
**Motion Carried.**

Unfinished Business, cont'd: 14G By Laws, the Board discussed the proposed by law change and it was stated that this needs to have a review and discussion prior to the vote at a subsequent meeting;

- 2012 – 55** Motion by Trustee Lewis and seconded by Trustee Carben to table the review and discussion of the proposed by law change until the June meeting.  
Upon roll call vote:  
Ayes: 7 Trustees Lewis, Jaguszewski, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
**Motion Carried.**

Unfinished Business, cont'd: 14H New Lighting, the new lighting was discussed and two more bids were requested prior to a vote.

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
May 14, 2012  
Page four

- 2012 – 56** Motion by Trustee Lewis and seconded by Trustee Kasten to table the approval of the new lighting waiting for 2 more bids.  
Upon roll call vote:  
Ayes: 7 Trustees Lewis, Jaguszewski, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
**Motion Carried.**

New Business: 15A Bushes; there was discussion regarding the bushes next to the library, it was suggested that a call be made to Building Director Joe Kaput;

- 2012 – 57** Motion by Trustee Lewis and seconded by Trustee Jaguszewski to go into closed session for matter of personnel and litigation.  
Upon roll call vote:  
Ayes: 7 Trustees Lewis, Jaguszewski, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
**Motion Carried.**  
7:53 p.m.

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

New business cont'd: 15 B Nomination and election of officers;

President Carben opened the nominations and election of new officers:

President Carben asked if there were any nominations for President.  
Trustee Lewis nominated Randy Carben as President. Trustee Jaguszewski seconded the nomination. Trustee Carben accepted the nomination. President Carben asked if there were any further nominations for President. There were none. A third request was made by President Carben if there were any further nominations for President. There being no further nominations, the nominations for President was closed.

Upon roll call vote:

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

Nays: 0

**With 7 ayes, Trustee Carben was elected President.**

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
May 14, 2012  
Page five

President Carben asked if there were any nominations for Vice-President.

Trustee Lewis nominated Arlene Jaguszewski as Vice-President. Trustee Vilimek seconded the nomination. Trustee Jaguszewski accepted the nomination. President Carben asked if there were any further nominations for Vice-President. There were none. A third request was made by President Carben if there were any further nominations for Vice-President. There being no further nominations, the nominations for Vice-President was closed.

Upon roll call vote:

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

Nays: 0

**With 7 ayes, Trustee Jaguszewski was elected Vice-President.**

President Carben asked if there were any nominations for Secretary.

Trustee Lewis nominated Alice Vilimek as Secretary. Trustee Jaguszewski seconded the nomination. Trustee Vilimek accepted the nomination. President Carben asked if there were any further nominations for Secretary. There were none. A third request was made by President Carben if there were any further nominations for Secretary. There being no further nominations, the nominations for Secretary was closed.

Upon roll call vote:

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

Nays: 0

**With 7 ayes, Trustee Vilimek was elected Secretary.**

President Carben asked if there were any nominations for Treasurer.

Trustee Lewis nominated Sue Kasten as Treasurer. Trustee Jaguszewski seconded the nomination. Trustee Kasten accepted the nomination. President Carben asked if there were any further nominations for Treasurer. There were none. A third request was made by President Carben if there were any further nominations for Treasurer. There being no further nominations, the nominations for Treasurer was closed.

Upon roll call vote:

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

Nays: 0

**With 7 ayes, Trustee Kasten was elected Treasurer.**

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
May 14, 2012  
Page six

2012 – 58 Motion by Trustee Jaguszewski and seconded by Trustee Marek to adjourn the meeting.  
Upon voice vote will all ayes and no nays **Motion Carried.**


The meeting adjourned at 9:55 p.m.

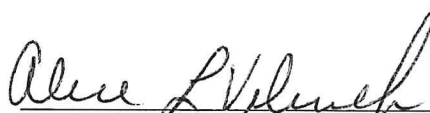
Respectfully submitted,

  
\_\_\_\_\_  
Vicki Choate, Recording Secretary

APPROVED:

6-11-2012  
Date

  
\_\_\_\_\_  
Randy Carben, President

  
\_\_\_\_\_  
Alice Vilimek, Secretary



BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
June 11, 2012

President Randy Carben called the meeting to order at 7:08 p.m.

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

President Randy Carben led the Board and audience in the Pledge of Allegiance. The door to the meeting was closed due to the noise from the Book Fair that was held downstairs. However, anyone was welcome to join the open meeting.

- 2012 - 59** Motion by Trustee Lewis and seconded by Trustee Vilimek to approve the agenda  
Upon roll call vote:  
Ayes: 6 Trustees Lewis, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
Absent: 1 Trustee Jaguszewski.  
**Motion Carried.**
- 2012 - 60** Motion by Trustee Lewis and seconded by Trustee Marek to approve the regular meeting minutes dated May 14, 2012.  
Upon roll call vote:  
Ayes: 6 Trustees Lewis, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
Absent: 1 Trustee Jaguszewski.  
**Motion Carried.**
- 2012 - 61** Motion by Trustee Vilimek and seconded by Trustee Marek to approve the closed session meeting minutes dated May 14, 2012.  
Upon roll call vote:  
Ayes: 6 Trustees Lewis, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
Absent: 1 Trustee Jaguszewski.  
**Motion Carried.**
- 2012 - 62** Motion by Trustee Lewis and seconded by Trustee Kasten to approve three of the four consent agenda items as read: 8B Prepaid bills in the amount of \$7,161.19; 8C Bills in the amount of \$30,680.50 and 8D Transfer of funds in the amount of \$100,000.00.  
Upon roll call vote:  
Ayes: 6 Trustees Lewis, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
Absent: 1 Trustee Jaguszewski.  
**Motion Carried.**

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
June 11, 2012  
Page two

Director's Report: There was no Director's report.

Attorney's Report: Attorney Rondy reported on the draft of corporate account paperwork for Moraine Court and discussed the rental property being able to be rented and also the need to apply for exemption on the property that was donated to the library.

- 2012 – 63** Motion by Trustee Lewis and seconded by Trustee Marek to permit the attorney to apply for exemption status on the library properties in 2013.  
Upon roll call vote:  
Ayes: 6 Trustees Lewis, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
Absent: 1 Trustee Jaguszewski.  
**Motion Carried.**

Committee Reports: Finance; Trustee Sue Kasten gave a detailed financial report regarding her meeting with Bridgeview Bank in relation to the library loan.

- 2012 – 64** Motion by Trustee Lewis and seconded by Trustee Marek to request the accountant to prepare the 2012 first quarter financials and this year's and last year's budget for presentation to the bank.  
Upon roll call vote:  
Ayes: 6 Trustees Lewis, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
Absent: 1 Trustee Jaguszewski.  
**Motion Carried.**

Committee Reports, cont'd: Policy/By-Laws, the new wording of the proposed by-laws was distributed again.

- 2012 -- 65** Motion by Trustee Carben and seconded by Trustee Lewis to approve of the new wording of the proposed by-laws.  
Upon roll call vote:  
Ayes: 5 Trustees Lewis, Marek, Vilimek, Al Safadi and Carben.  
Nays: 1 Trustee Kasten.  
Absent: 1 Trustee Jaguszewski.  
**Motion Carried.**

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
June 11, 2012  
Page three

Unfinished Business: 12A Roof Leaks and 12B Rental property was previously discussed. 12C Progressive Discipline Policy was discussed;

- 2012 – 66** Motion by Trustee Lewis and seconded by Trustee Al Safadi to approve the Progressive Discipline Policy with the change in paragraph 5 to read Disciplinary action may be progressive involving any of, or any combination of, the following: oral warning, written reprimand, suspension without pay, change in position, or immediate termination.  
Upon roll call vote:  
Ayes: 5 Trustees Lewis, Marek, Vilimek, Al Safadi and Carben.  
Nays: 1 Trustee Kasten.  
Absent: 1 Trustee Jaguszewski.  
**Motion Carried.**

Unfinished Business, cont'd: and 12D Hiring and Firing was addressed in the Progressive Disciplinary Policy; 12E ByLaws was discussed and completed under ByLaws; 12F New Lighting, the Board reviewed the new quotes and are waiting for the opinion from the attorney regarding the contracts.

New Business: 13A Bushes; the new bushes have been purchased.

- 2012 – 67** Motion by Trustee Carben and seconded by Trustee Vilimek to go into closed session for matters of personnel and litigation.  
Upon voice vote with all ayes and no nays, **Motion Carried.**  
8:32 p.m.

President Carben reconvened the regular meeting at 9:24 p.m. It was noted that Trustee Al Safadi had left the meeting at 9:22 p.m.

- 2012 – 68** Motion by Trustee Lewis and seconded by Trustee Carben to approve Taylorville Glass to perform further testing under the direction of BTC to open a new part of the atrium to assess potential damage.  
Upon roll call vote:  
Ayes: 5 Trustees Lewis, Marek, Vilimek, Kasten and Carben.  
Nays: 0.  
Absent: 2 Trustees Jaguszewski and Al Safadi.  
**Motion Carried.**

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
June 11, 2012  
Page four

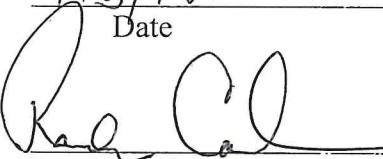
- 2012 – 69** Motion by Lewis and seconded by Trustee Vilimek to approve the Treasurer's Report dated May 2012.  
Upon roll call vote:  
Ayes: 4 Trustees Lewis, Vilimek, Kasten and Carben.  
Nays: 0.  
Abstain: 1 Trustee Marek.  
Absent: 2 Trustees Jaguszewski and Al Safadi.  
**Motion Carried.**
- 2012 – 70** Motion by Trustee Lewis and seconded by Trustee Carben to permit BTC to conduct additional water testing that does not require the closure of the library as needed coordinating with the library staff.  
Upon roll call vote:  
Ayes: 5 Trustees Lewis, Marek, Vilimek, Kasten and Carben.  
Nays: 0.  
Absent: 2 Trustees Jaguszewski and Al Safadi.  
**Motion Carried.**
- 2012 – 71** Motion by Trustee Lewis and seconded by Trustee Kasten to adjourn the meeting.  
Upon voice vote will all ayes and no nays **Motion Carried.**

The meeting adjourned at 9:29 p.m.

Respectfully submitted,

  
\_\_\_\_\_  
Vicki Choate, Recording Secretary

APPROVED:

8/13/12  
\_\_\_\_\_  
Date  
  
\_\_\_\_\_  
Randy Carben, President

  
\_\_\_\_\_  
Alice Vilimek, Secretary



BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
July 9, 2012

President Randy Carben called the meeting to order at 7:03 p.m.

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

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

Director Taylor introduced Amanda and Robert who were interested in renting the library house.

- 2012 - 72** Motion by Trustee Jaguszewski and seconded by Trustee Marek to approve the agenda  
Upon roll call vote:  
Ayes: 6 Trustees Jaguszewski, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
Absent: 1 Trustee Lewis.  
**Motion Carried.**

- 2012 - 73** Motion by Trustee Marek and seconded by Trustee Kasten to approve the regular meeting minutes dated June 11, 2012 with the correction to the title of Assistant Director Lori Kinzel instead of Deputy Director.  
Upon roll call vote:  
Ayes: 6 Trustees Jaguszewski, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
Absent: 1 Trustee Lewis.  
**Motion Carried.**

The closed session minutes of June 11, 2012 were not presented at the meeting for approval. They will be presented at the next regular meeting.

- 2012 - 74** Motion by Trustee Kasten and seconded by Trustee Jaguszewski to approve the four consent agenda items as read: 8A Approval of Treasurer's Report dated June 2012; 8B Prepaid bills in the amount of \$7,276.73; 8C Bills in the amount of \$24,834.59 and 8D Transfer of funds in the amount of \$75,000.00.  
Upon roll call vote:  
Ayes: 6 Trustees Jaguszewski, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
Absent: 1 Trustee Lewis.  
**Motion Carried.**

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING

July 9, 2012

Page two

Director's Report: The Board discussed the Director's report which had been presented to the Board by Assistant Director Lori Kinzel.

Attorney's Report: There was no Attorney's report.

Committee Reports: Finance, Trustee Sue Kasten stated there was no update on the Bridgeview Bank bond issue at this time but did explain to Director Taylor the specifics of the meeting she had with Bridgeview Bank prior to the Board's last meeting. Policy/By-laws, Director Taylor inquired as to the process of new hiring and disciplinary actions. President Carben stated that the Board is requesting that the Board be informed of issues on a timely basis.

Unfinished Business: 12A Roof Leaks will be discussed in closed session. 12B Rental property, the rental property should be inspected prior to signing of the lease. The other issues will be discussed in closed session. 12C New Lighting, the two bids that were presented can be shared with the two bidders.

New Business: 13A George's insurance, George will remain an employee for four months; 13B Employee Benefits, this item will be placed on next month's agenda.

**2012 – 75** Motion by Trustee Vilimek and seconded by Trustee Jaguszewski to go into closed session for matters of personnel and litigation.

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

7:58 p.m.

President Carben reconvened the regular meeting at 8:33 p.m.

Upon roll call the following Trustees were present: Arlene Jaguszewski, Lila Marek, Alice Vilimek, Sue Kasten, Marwan Al Safadi and Randy Carben. Trustee Gary Lewis was absent.

**2012 – 76** Motion by Trustee Carben and seconded by Trustee Kasten to approve the payment of George's insurance benefits until the end of September.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Lewis.

**Motion Carried.**

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
July 9, 2012  
Page three

**2012 – 77** Motion by Trustee Carben and seconded by Trustee Marek to approve the rental amount for the first twelve months of the lease at \$750.00 per month plus they are responsible to pay the property taxes; they are allowed to make cosmetic updates only and the library will be responsible for the major repairs and maintenance on the home.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Lewis.

**Motion Carried.**

**2012 – 78** Motion by Trustee Marek and seconded by Trustee Jaguszewski to adjourn the meeting.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Lewis.

**Motion Carried.**

The meeting adjourned at 8:42 p.m.

Respectfully submitted,

*Vicki Choate*  
Vicki Choate, Recording Secretary

APPROVED:

8/13/12  
Date

*Randy Carben*  
Randy Carben, President

*Alice Vilimek*  
Alice Vilimek, Secretary

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

President Randy Carben called the meeting to order at 7:03 p.m.

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

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

Director Taylor introduced Amanda and Robert Wozniak who were interested in renting the library house. There was a brief presentation by Ms. Wozniak in regards to the lease. Attorney Zarzour stated this issue would be discussed in closed session.

**2012 - 79** Motion by Trustee Jaguszewski and seconded by Trustee Marek to approve the agenda  
Upon roll call vote:

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

Nays: 0

Absent: 2 Trustees Lewis and Vilimek.

**Motion Carried.**

**2012 - 80** Motion by Trustee Marek and seconded by Trustee Kasten to approve the regular meeting minutes dated July 9, 2012.

Upon roll call vote:

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

Nays: 0

Absent: 2 Trustees Lewis and Vilimek.

**Motion Carried.**

Trustee Vilimek arrived at 7:09 p.m.

**2012 - 81** Motion by Trustee Kasten and seconded by Trustee Marek to approve the closed session meeting minutes of June 11, 2012.

Upon roll call vote:

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

Nays: 0

Abstain: 1 Trustee Jaguszewski.

Absent: 1 Trustee Lewis.

**Motion Carried.**



BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING

August 13, 2012

Page two

- 2012 - 82** Motion by Trustee Carben and seconded by Trustee Vilimek to approve the closed session meeting minutes of July 9, 2012.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Lewis.

**Motion Carried.**

- 2012 - 83** Motion by Trustee Kasten and seconded by Trustee Jaguszewski to approve the four consent agenda items as read: 9A Approval of Treasurer's Report dated July 2012; 9B Prepaid bills in the amount of \$6,858.03 plus \$2,079.12 for House Tax; 9C Bills in the amount of \$57,721.35, and 9D Transfer of funds in the amount of \$150,000.00.

Upon roll call vote:

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

Nays: 0

Abstain: 1 Trustee Marek

Absent: 1 Trustee Lewis.

**Motion Carried.**

Trustee Lewis arrived at 7:20 p.m.

Director's Report: Director Taylor discussed the Director's report which had been previously presented to the Board.

Attorney's Report: Attorney Zarzour introduced Attorney, Ms. Faten Dabis who is an independent contractor with Safaa's firm. The remainder of the attorney's report will be discussed in closed session.

Committee Reports: Finance, Trustee Sue Kasten stated she had received a call from Bridgeview Bank regarding the loan. She discussed the other details regarding the loan that were in a package she had received from the bank. Policy/By-laws, There was no report.

Unfinished Business: 13A Roof Leaks will be discussed in closed session. 13B Rental property, the rental property financial details will be discussed in closed session. 13C New Lighting, the two bids were discussed;

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING

August 13, 2012

Page three

- 2012 – 84** Motion by Trustee Lewis and seconded by Trustee Marek to approve the BME Electric bid in the amount of \$3,170.00 with a change of the date on the bid.

Upon roll call vote:

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

Nays: 0

**Motion Carried.**

Unfinished Business, cont'd: 13D Employee Benefits, were completed at the last meeting and should not have been on the agenda.

New Business: 14A Reference Position, the interviewing of applicants for the reference position was discussed; 14B Loan Rules was discussed;

- 2012 – 85** Motion by Trustee Lewis and seconded by Trustee Jaguszewski to approve the Loan Rules as presented.

Upon roll call vote:

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

Nays: 0

**Motion Carried.**

New Business, cont'd: 14C Library Card Policy was discussed,

- 2012 – 86** Motion by Trustee Lewis and seconded by Trustee Kasten to approve the new Library Card Policy as presented.

Upon roll call vote:

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

Nays: 0

**Motion Carried.**

New Business, cont'd: 14D Fee and Fine Policy was discussed,

- 2012 – 87** Motion by Trustee Jaguszewski and seconded by Trustee Vilimek to approve the Fee and Fine Policy as presented.

Upon roll call vote:

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

Nays: 0

**Motion Carried.**

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
August 13, 2012  
Page four

New Business, cont'd: 14E Confidentiality of Library Records Policy was discussed,

- 2012 – 88** Motion by Trustee Jaguszewski and seconded by Trustee Kasten to approve the Confidentiality of Library Records Policy.  
Upon roll call vote:  
Ayes: 7 Trustees Marek, Jaguszewski, Lewis, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
**Motion Carried.**

New Business, cont'd: 14F IPIAR was discussed; 14G Chapter 9 Programming was presented by Director Taylor for the per capita grant; 14H Supplemental Tax Funding was presented by Director Taylor for the per capita grant; 14I Employee Severance and 14J Director's Re-evaluation and Raise will be discussed in closed session.

- 2012 – 89** Motion by Trustee Marek and seconded by Trustee Jaguszewski to go into closed session for matters of personnel, litigation and real estate.  
Upon voice vote with all ayes and no nays, **Motion Carried.**  
8:22 p.m.

President Carben reconvened the regular meeting at 9:47 p.m.

Upon roll call the following Trustees were present: Arlene Jaguszewski, Lila Marek, Alice Vilimek, Sue Kasten, Marwan Al Safadi, Gary Lewis and Randy Carben.

- 2012 – 90** Motion by Trustee Lewis and seconded by Trustee Carben to approve the rental property lease as presented by our legal counsel pending occupancy permits provided by the Village of Bridgeview.  
Upon roll call vote:  
Ayes: 7 Trustees Lewis, Jaguszewski, Marek, Vilimek, Kasten, Al Safadi and Carben.  
Nays: 0  
**Motion Carried.**

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING

August 13, 2012

Page five

- 2012 -- 91 Motion by Trustee Lewis and seconded by Trustee Jaguszewski to adjourn the meeting.  
Upon voice vote with all ayes and no nays, **Motion Carried.**

The meeting adjourned at 9:50 p.m.

Respectfully submitted,

Vicki Choate  
Vicki Choate, Recording Secretary

APPROVED:

9-10-2012

Date

Randy Carben  
Randy Carben, President

Alice Vilimek  
Alice Vilimek, Secretary



BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE SPECIAL MEETING  
August 20, 2012

Vice-President Arlene Jaguszewski called the meeting to order at 6:30 p.m.

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

Vice-President Arlene Jaguszewski led the Board and audience in the Pledge of Allegiance.

**2012 - 92** Motion by Trustee Marek and seconded by Trustee Vilimek to approve the agenda.

Upon roll call vote:

Ayes: 4 Trustees Jaguszewski, Lewis, Marek and Vilimek.

Nays: 0

Absent: 3 Trustees Randy Carben, Sue Kasten and Marwan Al Safadi.

**Motion Carried.**

**2012 - 93** Motion by Trustee Lewis and seconded by Trustee Marek to go into closed session for matters of litigation.

Upon roll call vote:

Ayes: 4 Trustees Jaguszewski, Lewis, Marek and Vilimek.

Nays: 0

Absent: 3 Trustees Randy Carben, Sue Kasten and Marwan Al Safadi.

**Motion Carried.**

**6:35 p.m.**

Vice-President Jaguszewski reconvened the regular meeting at 8:11 p.m.

**2012 - 94** Motion by Trustee Lewis and seconded by Trustee Marek to adjourn the meeting.

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

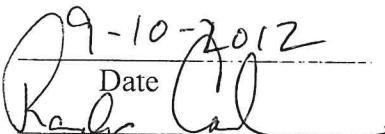
The meeting adjourned at 8:12 p.m.


Respectfully submitted,



Vicki Choate, Recording Secretary

APPROVED:

  
Date 09-10-2012  
Randy Carben, President

  
Alice Vilimek, Secretary

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE CLOSED SESSION MEETING  
August 20, 2012

closed  
Reviewed  
4/11/16 AZV

Vice-President Arlene Jaguszewski called the meeting to order at 6:37 p.m.

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

Mr. Kami Farahmandpour of Building Technology Consultants, Inc. gave his presentation of the results of the water testing performed on the roof and building of the Bridgeview Public Library. The power point presentation consisted of photos of the testing procedures and the subsequent results. Mr. Farahmandpour described what each photo represented.

The Board, Mr. Zarzour, Ms. Dabis and Mr. Farahmandphour discussed the results and the next procedures and/or options regarding the litigation

Motion by Trustee Lewis and seconded by Trustee Marek to adjourn.  
Upon voice votewith all ayes and no nays. **Motion Carried.**

The meeting adjourned at 8:09 pm.

Respectfully submitted,

*Vicki Choate*

Vicki Choate, Recording Secretary

APPROVED:

9-10-2012

Date

*Randy Carben*  
Randy Carben, President

*Alice L Vilimek*  
Alice Vilimek, Secretary

stay closed  
reviewed 6/10/13

9/10/18  
closed session

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
September 10, 2012

President Randy Carben called the meeting to order at 7:09 p.m.

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

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

- 2012 - 95** Motion by Trustee Vilimek Marek and seconded by Trustee Marek to approve the agenda with 2 changes. 1.) To move 15D, Intergovernmental Agreement with Village of Bridgeview for the Management and Maintenance of Rental Property after 14B, Rental Property and 2.) to move 17A, Review Closed Session Minutes to next month's agenda due to the lock box holding the closed session minutes taking in water and requiring the minutes to be dried prior to handling.

Upon roll call vote:

Ayes: 4 Trustees Vilimek, Lewis, Marek and Carben.

Nays: 0

Absent: 3 Trustees Sue Kasten, Marwan Al Safadi and Arlene Jaguszewski.

**Motion Carried.**

- 2012 - 96** Motion by Trustee Marek and seconded by Trustee Vilimek to approve the Regular Meeting minutes of August 13, 2012.

Upon roll call vote:

Ayes: 4 Trustees Lewis, Marek, Vilimek and Carben.

Nays: 0

Absent: 3 Trustees Sue Kasten, Marwan Al Safadi and Arlene Jaguszewski.

**Motion Carried.**

- 2012 - 97** Motion by Trustee Lewis and seconded by Trustee Marek to approve the Closed Session minutes of August 13, 2012.

Upon roll call vote:

Ayes: 4 Trustees Lewis, Marek, Vilimek and Carben.

Nays: 0

Absent: 3 Trustees Sue Kasten, Marwan Al Safadi and Arlene Jaguszewski.

**Motion Carried.**

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING

September 10, 2012

Page two

**2012 - 98** Motion by Trustee Lewis and seconded by Trustee Marek to approve the Special Meeting minutes of August 20, 2012.

Upon roll call vote:

Ayes: 4 Trustees Vilimek, Lewis, Marek and Carben.

Nays: 0

Absent: 3 Trustees Sue Kasten, Marwan Al Safadi and Arlene Jaguszewski.

**Motion Carried.**

**2012 - 99** Motion by Trustee Vilimek and seconded by Trustee Marek to approve the Closed Session Special Meeting minutes of August 20, 2012.

Upon roll call vote:

Ayes: 4 Trustees Vilimek, Lewis, Marek and Carben.

Nays: 0

Absent: 3 Trustees Sue Kasten, Marwan Al Safadi and Arlene Jaguszewski.

**Motion Carried.**

**2012 - 100** Motion by Trustee Lewis and seconded by Trustee Vilimek to approve the 4 Consent Agenda items as listed and read: 10A Approve the Treasurer's Report dated August 2012; 10B Prepaid bills in the amount of \$6,724.77; 10C Bills in the amount of \$50,070.73 and 10D Transfer of funds in the amount of \$80,000.00.

Upon roll call vote:

Ayes: 4 Trustees Vilimek, Lewis, Marek and Carben.

Nays: 0

Absent: 3 Trustees Sue Kasten, Marwan Al Safadi and Arlene Jaguszewski.

**Motion Carried.**

Director's Report: Director Taylor discussed the Director's report which had been previously presented to the Board.

Attorney's Report: Attorney Dabis' report will be discussed in closed session.

Committee Reports: Finance and Policy/Bylaws – There were no reports.

Unfinished Business: 14A Roof Leaks will be discussed in closed session. 14B Rental property, the rental property financial details will be discussed in closed session. 14C Supplemental Tax Funding (Per Capita) will be discussed at the next meeting; 14D Building Insurance increased \$1,264.00 and does cover the rental property; 14E Employee Severance and 14F Director's Re-evaluation and Raise will both be discussed in closed session.

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
September 10, 2012  
Page three

New Business: 15A Circulation Positions (2) Assistant Director Lori Kinzel discussed the applicants for the 2 new positions; 15B Employee Termination will be discussed in closed session; 15C Mold Study will be discussed in closed session; 15D was moved up to after 14B; 15E Health Insurance was discussed with the increase of 5.12%.

**2012 – 101** Motion by Trustee Lewis and seconded by Trustee Vilimek to go into closed session for matters of personnel, real estate and litigation.

Upon roll call vote:

Ayes: 4 Trustees Vilimek, Lewis, Marek and Carben.

Nays: 0

Absent: 3 Trustees Sue Kasten, Marwan Al Safadi and Arlene Jaguszewski.

**Motion Carried.**

**8:47 p.m.**

President Randy Carben reconvened the regular meeting at **9:01 p.m.**

**2012 – 102** Motion by Trustee Lewis and seconded by Trustee Carben that the tentative lease agreement with Robert and Amanda Wozniak be cancelled due to the library's inability to secure an occupancy permit from the Village of Bridgeview.

Upon roll call vote:

Ayes: 4 Trustees Vilimek, Lewis, Marek and Carben.

Nays: 0

Absent: 3 Trustees Sue Kasten, Marwan Al Safadi and Arlene Jaguszewski.

**Motion Carried.**

**2012 – 103** Motion by Trustee Lewis and seconded by Trustee Carben to direct the library counsel to draft an Intergovernmental Agreement with the Village of Bridgeview for the Management and Maintenance of the rental property on 78<sup>th</sup> Avenue.

Upon roll call vote:

Ayes: 4 Trustees Vilimek, Lewis, Marek and Carben.

Nays: 0

Absent: 3 Trustees Sue Kasten, Marwan Al Safadi and Arlene Jaguszewski.

**Motion Carried.**



BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
September 10, 2012  
Page four

2012 – 104 Motion by Trustee Lewis and seconded by Trustee Carben to approve the employee severance agreement as discussed in closed session with the review of the insurance policy to be discussed by library counsel and our insurance agent.  
Upon roll call vote:  
Ayes: 4 Trustees Vilimek, Lewis, Marek and Carben.  
Nays: 0  
Absent: 3 Trustees Sue Kasten, Marwan Al Safadi and Arlene Jaguszewski.  
**Motion Carried.**

2012 – 105 Motion by Trustee Lewis and seconded by Trustee Marek to adjourn the meeting.  
Upon voice vote with all ayes and no nays, **Motion Carried.**

The meeting adjourned at 9:05 p.m.

Respectfully submitted,

Vicki Choate  
Vicki Choate, Recording Secretary

APPROVED:

10/15/12  
Date  
Randy Carben  
Randy Carben, President

Alice L. Vilimek 10/15/12  
Alice Vilimek, Secretary

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
October 15, 2012

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, Arlene Jaguszewski, Marwan Al Safadi and Randy Carben. Trustees Sue Kasten and Gary Lewis were absent. Also present Director Rose Taylor and Attorney Faten Dabis.

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

**2012 - 106** Motion by Trustee Jaguszewski and seconded by Trustee Marek to approve the agenda with one change, #6 states Dan Denys from Law Offices of Louis Cainkar and it be changed to Den Denys from Austin Meade Financial.

Upon roll call vote:

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

Nays: 0

Absent: 2 Trustees Sue Kasten and Gary Lewis.

**Motion Carried.**

Mr. Dan Denys of Austin Meade Financial explained to the Board the General Obligation Limited Tax Debt Certificates.

Trustee Sue Kasten arrived at 7:29 p.m.

**2012 - 107** Motion by Trustee Marek and seconded by Trustee Vilimek to approve the Regular Meeting minutes of September 10, 2012.

Upon roll call vote:

Ayes: 3 Trustees Marek, Vilimek and Carben.

Nays: 0

Abstain: 3 Trustees Al Safadi, Jaguszewski and Kasten.

Absent: 1 Trustee Lewis.

**Motion Carried.**

**2012 - 108** Motion by Trustee Al Safadi and seconded by Trustee Marek to approve the Closed Session minutes of September 10, 2012.

Upon roll call vote:

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

Nays: 0

Abstain: 1 Trustee Kasten.

Absent: 1 Trustee Lewis.

**Motion Carried.**

**2012 - 109** Motion by Trustee Kasten and seconded by Trustee Jaguszewski to approve the 4 Consent Agenda items as listed and read: 9A approve the Treasurer's Report dated September 10, 2012; 9B Prepaid bills in the amount of \$6,803.92; 9C Bills in the amount of \$35,189.19 and 9D

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING

October 15, 2012

Page two

Transfer of funds in the amount of \$80,000.00.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Lewis.

**Motion Carried.**

Director's Report: Director Taylor discussed the Director's report which had been previously presented to the Board.

Attorney's Report: Attorney Dabis' report will be discussed in closed session.

Committee Reports: Finance and Policy/Bylaws – There were no reports.

Unfinished Business: 13A Roof Leaks will be discussed in closed session. 13B Rental property, the rental property financial details will be discussed in closed session. 13C Building Insurance Payment, the building insurance from Hartford was discussed; 13D Director's Re-evaluation and Raise will both be discussed in closed session.

**2012 - 110** Motion by Trustee Jaguszewski and seconded by Trustee Kasten to approve the Hartford Insurance payment in the amount of \$17,812.00 for the building insurance.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Lewis.

**Motion Carried.**

New Business: 14A Mold Removal was discussed, the attorney will review the proposals; 14B The Standard and Poor's rating was discussed; 14C The Extension Agreement with Bridgeview Bank was discussed during Mr. Deny's presentation.

**2012 - 111** Motion by Trustee Marek and seconded by Trustee Vilimek to approve the Extension Agreement between the Bridgeview Public Library and Bridgeview Bank Group with Respect to the \$3,000,000 General Obligation Debt Certificate, Series 2010.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Lewis.

**Motion Carried.**

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING

October 15, 2012

Page three

New Business, cont'd: 14D and 14E Post Issuance Compliance Policy and Ordinance 2012-1 were discussed during Mr. Deny's presentation and during a additional phone call to Mr. Denys.

**2012 – 112** Motion by Trustee Kasten and seconded by Trustee Jaguszewski to approve the Post Issuance Compliance Policy of the Bridgeview Public Library, Cook County, Illinois, for respect to the issuance of tax exempt obligations.

Upon roll call vote:

Ayes: 5 Trustees Marek, Jaguszewski, Vilimek, Kasten and Carben.

Nays: 0

Abstain: 1 Trustee Al Safadi.

Absent: 1 Trustee Lewis.

**Motion Carried.**

**2012 – 113** Motion by Trustee Marek and seconded by Trustee Jaguszewski to accept Ordinance 2012-1, An Ordinance Of The Bridgeview Public Library, Cook County, Illinois Authorizing And Providing For The Issue Of Not To Exceed \$3,000,000 General Obligation Limited Tax Debt Certificates, Series 2012, Evidencing The Rights To Payment Under An Installment Purchase Agreement, For The Purpose Of Refunding Certain Outstanding Debt Certificates And Prescribing The Details For The Security For And Means Of Payment For The Same.

Upon roll call vote:

Ayes: 5 Trustees Marek, Jaguszewski, Vilimek, Kasten and Carben.

Nays: 0

Abstain: 1 Trustee Al Safadi.

Absent: 1 Trustee Lewis.

**Motion Carried.**

New Business, cont'd: 14F In Service Day, November 30, 2012 was discussed, the library will be closed for the in-service;

**2012 – 114** Motion by Trustee Jaguszewski and seconded by Trustee Vilimek to approve the Staff In-Service Day, Friday, November 30, 2012.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Lewis.

**Motion Carried.**

New Business, cont'd: 14G Staff Christmas Party, an off-site Christmas Party was discussed;



BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING

October 15, 2012

Page four

**2012 – 115** Motion by Trustee Carben and seconded by Trustee Vilimek to approve an off-site staff Christmas Party.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Lewis.

**Motion Carried.**

New Business, cont'd: 14H Budget, will be discussed at the next meeting; 14I Fix Outside Lights, was discussed regarding having the maintenance person change ballasts instead of hiring a licensed electrician, President Carben will speak to Joe Kaput, Building Director for the Village of Bridgeview to discuss building code regulations in regards to electrical requirements. 14J Full Time Maintenance, Director Taylor is requesting the maintenance position be a full time position. 14K Snow Removal, there were 3 quotes provided for snow removal companies.

**2012 – 116** Motion by Trustee Jaguszewski and seconded by Trustee Marek to approve, pending references, Everest Snow Management proposal.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Lewis.

**Motion Carried.**

New Business, cont'd: 14L Intergovernmental Agreement with Village of Bridgeview for the Management and Maintenance of Rental Property will be discussed in closed session.

**2012 – 117** Motion by Trustee Jaguszewski and seconded by Trustee Marek to retain our current Blue Cross/Blue Shield health insurance.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Lewis.

**Motion Carried.**

**2012 – 118** Motion by Trustee Carben and seconded by Trustee Jaguszewski to go into closed session for matters of personnel, real estate and litigation.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Lewis.

**Motion Carried.**

**9:20 p.m.**



BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING

October 15, 2012

Page five

President Randy Carben reconvened the regular meeting at **10:25 p.m.**

Upon roll call the following Trustees were present: Lila Marek, Alice Vilimek, Arlene Jaguszewski, Sue Kasten, Marwan Al Safadi and Randy Carben. Trustee Gary Lewis was absent.

**2012 – 119** Motion by Trustee Al Safadi and seconded by Trustee Marek to accept the Intergovernmental Agreement with Village of Bridgeview for the Management and Maintenance of Rental Property.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Lewis.

**Motion Carried.**

**2012 – 120** Motion by Trustee Jaguszewski and seconded by Trustee Marek to adjourn the meeting.

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

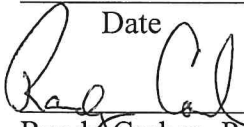
The meeting adjourned at 10:35 p.m.

Respectfully submitted,

  
\_\_\_\_\_  
Vicki Choate, Recording Secretary

APPROVED:

11-12-2012  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Randy Carben, President

  
\_\_\_\_\_  
Alice Vilimek, Secretary

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
November 12, 2012

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 Director Rose Taylor and Attorney Kristen Parks.

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

**2012 - 121** Motion by Trustee Lewis and seconded by Trustee Vilimek 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.**

Ms. Brigid Murphy of Bridgeview Bank explained the new account as escrow agent for the general obligation bonds. She explained the wire transfer agreement, notification to the county regarding re-directing a percentage of the taxes to the bank for payment on the bonds, and the library and accountant responsibilities of watching and wiring of funds.

Accountant Jeff Bishop, of CDK Accounting, discussed and explained the audit by Crowe-Horwath.

**2012 - 122** Motion by Trustee Marek and seconded by Trustee Kasten to approve the Regular Meeting minutes of October 15, 2012.

Upon roll call vote:

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

Nays: 0

Abstain: 1 Trustee Lewis.

Absent: 1 Trustee Jaguszewski.

**Motion Carried.**

**2012 - 123** Motion by Trustee Kasten and seconded by Trustee Vilimek to approve the Closed Session minutes of October 15, 2012.

Upon roll call vote:

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

Nays: 0

Abstain: 1 Trustee Lewis.

Absent: 1 Trustee Jaguszewski.

**Motion Carried.**

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
November 12, 2012  
Page two

**2012 - 124** Motion by Trustee Kasten and seconded by Trustee Lewis to approve the 4 Consent Agenda items as listed and read: 10A approve the Treasurer's Report dated October 15, 2012; 10B Prepaid bills in the amount of \$17,906.69; 10C Bills in the amount of \$27,732.63 and 10D 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: Director Taylor discussed the Director's report which had been previously presented to the Board.

Attorney's Report: Attorney Perks' report will be discussed in closed session.

Committee Reports: Finance, Trustee Lewis asked if a special meeting might have to be held to work on the budget. There were no budget numbers on the budget report given to the Board and they requested that budget amounts be presented prior to discussion of the budget. There was a discussion of trying to increase the number of staff and a goal of re-opening on Sundays. Policy/Bylaws – There was no report.

Unfinished Business: 14A Roof Leaks will be discussed in closed session. 14B Full Time Maintenance position was discussed. 14C Budget – the budget was discussed previously under Finance committee reports; 14D Snow Removal – the bids for the snow removal were discussed. The references requested from Everest snow removal were never provided;

**2012 – 125** Motion by Trustee Lewis and seconded by Trustee Marek to approve snow plowing proposal of Jeff Tippet, 7833 S. 78<sup>th</sup> Ct, Bridgeview, IL pending on an insurance certificate and business license with the Village of Bridgeview.

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: 14E Mold contract –a new proposal for mold removal was discussed.

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
November 12, 2012  
Page three

**2012 – 126** Motion by Trustee Lewis and seconded by Trustee Kasten to accept the bid for mold treatment at the library from Standing Watch for prices listed on page two of the proposal, to complete an air test at a cost of \$1,200.00 and containment, labor and materials at a cost of \$1,555.00 and trademark mold treatment at a cost of \$2,823.00.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Jaguszewski.

**Motion Carried.**

14F Rental Property - there were questions regarding who is the contact person at the Village. Trustee Lewis will contact the Village for the name of a contact person. 14G Director's Re-evaluation and Raise – will be discussed in closed session.

New Business: 15A Holiday's for the year 2013 were discussed. , cont'd:

**2012 – 127** Motion by Trustee Lewis and seconded by Trustee Marek to approve the library closures and paid and unpaid holiday schedule for the year 2013.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Jaguszewski.

**Motion Carried.**

New Business, cont'd: 15B Staff raises – will be discussed in closed session.

**2012 – 128** Motion by Trustee Kasten and seconded by Trustee Carben 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.**

**8:45 p.m.**

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
November 12, 2012  
Page four

President Randy Carben reconvened the regular meeting at **9:23 p.m.**

Upon roll call the following Trustees were present: Lila Marek, Alice Vilimek, Sue Kasten, Marwan Al Safadi, Gary Lewis and Randy Carben. Trustee Arlene Jaguszewski was absent.

**2012 – 129** Motion by Trustee Lewis and seconded by Trustee Kasten to adjourn the meeting.  
Upon voice vote with all ayes and no nays, **Motion Carried.**

The meeting adjourned at 9:25 p.m.

Respectfully submitted,

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Vicki Choate, Recording Secretary

APPROVED:

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Date

---

Randy Carben, President

---

Alice Vilimek, Secretary



BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
November 12, 2012  
Page five

President Randy Carben reconvened the regular meeting at **9:23 p.m.**

Upon roll call the following Trustees were present: Lila Marek, Alice Vilimek, Sue Kasten, Marwan Al Safadi, Gary Lewis and Randy Carben. Trustee Arlene Jaguszewski was absent.

**2012 – 129** Motion by Trustee Lewis and seconded by Trustee Kasten to adjourn the meeting.  
Upon voice vote with all ayes and no nays, **Motion Carried.**

The meeting adjourned at 9:25 p.m.

Respectfully submitted,

*Vicki Choate*

Vicki Choate, Recording Secretary

APPROVED:

12/10/12  
Date  
*Randy Carben*  
Randy Carben, President

*Alice Vilimek*  
Alice Vilimek, Secretary

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
December 10, 2012

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 Director Rose Taylor and Attorney Kristen Parks.

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

**2012 - 130** Motion by Trustee Lewis and seconded by Trustee Kasten to approve the agenda with a change of moving Item #6, Presentation from Justice Public Library to Item #4.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Arlene Jaguszewski.

**Motion Carried.**

Ms. Alison Krolkowski, of the Justice Public Library, gave a presentation of the Young Author's Program. After explaining the enthusiasm of the student's that participate in the program she requested that the Bridgeview Public Library consider getting involved in this program and perhaps consider allotting some of the expense in their upcoming budget. Ms. Krolkowski also presented some of the books that the children had written. The board was very receptive to this program.

Ms. Sarah Kristufek wished to address the Board regarding the problem she had with Director Taylor regarding her schedule after her supervisor Amanda resigned from the library. She relayed the conversation she had with Director Taylor upon being called into her office. Sarah did state she was not looking to get her job back, but felt the Board needed to know what happened. Sarah's parents also addressed the board.

**2012 - 131** Motion by Trustee Lewis and seconded by Trustee Marek to approve the Regular Meeting minutes of November 12, 2012.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Jaguszewski.

**Motion Carried.**

**2012 - 132** Motion by Trustee Marek and seconded by Trustee Vilimek to approve the Closed Session minutes of November 12, 2012.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Jaguszewski.

**Motion Carried**

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
December 10, 2012  
Page two

**2012 - 133** 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 November 12, 2012; 9B Prepaid bills in the amount of \$7,141.90; 9C Bills in the amount of \$38,709.38 and 9D 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: Director Taylor had left the meeting after Ms. Kristufek's addressing the Board, but the Director's report had been previously presented to the Board. There was discussion regarding the use of the Zoo passes and the restrictions of the number of passes allotted per family.

Attorney's Report: Attorney Parks' report will be discussed in closed session.

Committee Reports: There were no budget numbers on the budget report given to the Board and they requested that budget amounts be presented prior to discussion of the budget. Policy/Bylaws – There was no report.

Unfinished Business: 13A Roof Leaks – there is no update. 13B Staff Raises – will be discussed in closed session. 13C Budget – there are no budget numbers on the budget report; 13D Snow Removal – the Library needs copies of the insurance and business license for Jeff Tippet Snow Removal; 13E. Mold Contract – needs to be signed; 13F Rental Property – Gary Lewis will contact Vince Cainkar's office. 13G Director's Re-evaluation and Raise - the re-evaluation is done and can be removed from the next agenda.

New Business:

**2012 – 134** Motion by Trustee Lewis and seconded by Trustee Kasten to approve the Tax Escrow Account at Bridgeview Bank.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Jaguszewski.

**Motion Carried.**

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
December 10, 2012  
Page three

**2012 – 135** Motion by Trustee Lewis and seconded by Trustee Al Safadi to approve the Wire Transfer Agreement.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Jaguszewski.

**Motion Carried.**

New Business, cont'd: 14C Trustee Forum Workshop was discussed. 14D Medical Leave – will be discussed in closed session due to a matter of personnel.

**2012 – 136** Motion by Trustee Kasten and seconded by Trustee Carben 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.**

**7:44 p.m.**

President Randy Carben reconvened the regular meeting at **9:12 p.m.**

Upon roll call the following Trustees were present: Lila Marek, Alice Vilimek, Sue Kasten, Marwan Al Safadi, Gary Lewis and Randy Carben. Trustee Arlene Jaguszewski was absent.

**2012 – 137** Motion by Trustee Lewis and seconded by Trustee Kasten to deny the application for a medical leave for Director Taylor as requested in her letter dated December 7, 2012 based on the terminology used in the letter.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Jaguszewski.

**Motion Carried.**

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
December 10, 2012  
Page four

**2012 – 138** Motion by Trustee Lewis and seconded by Trustee Al Safadi to reconsider an application for a medical leave should it be based on current policy of the Bridgeview Library and/or State.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Jaguszewski.

**Motion Carried.**

**2012 – 139** Motion by Trustee Lewis and seconded by Trustee Al Safadi to adjourn.

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

The meeting adjourned at 9:15 p.m.

Respectfully submitted,

*Vicki Choate*

Vicki Choate, Recording Secretary

APPROVED:

1-14-13

Date

*Randy Carben*  
Randy Carben, President

*Alice Vilimek*  
Alice Vilimek, Secretary



BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE SPECIAL MEETING  
December 19, 2012

President Randy Carben called the meeting to order at 6:00 p.m.

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

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

There were no audience members present.

**2012 - 140** Motion by Trustee Lewis and seconded by Trustee Kasten to approve the agenda.

Upon roll call vote:

Ayes: 5 Trustees Al Safadi, Marek, Kasten, Lewis and Carben.

Nays: 0

Absent: 2 Trustees Arlene Jaguszewski and Alice Vilimek.

**Motion Carried.**

**012 - 141** Motion by Trustee Marek and seconded by Trustee Kasten to go into closed session for matters of personnel and possible litigation.

Upon roll call vote:

Ayes: 5 Trustees Al Safadi, Marek, Kasten, Lewis and Carben.

Nays: 0

Absent: 2 Trustees Arlene Jaguszewski and Alice Vilimek.

**Motion Carried.**

**6:07 p.m.**

President Randy Carben reconvened the regular meeting at **7:14 p.m.**

Upon roll call the following Trustees were present: Lila Marek, Alice Vilimek, Sue Kasten, Marwan Al Safadi, Gary Lewis and Randy Carben. Trustee Arlene Jaguszewski was absent. (Trustee Vilimek arrived during closed session.)

**2012 - 142** Motion by Trustee Lewis and seconded by Trustee Carben to name Lori Kinzel as Acting Director of the Bridgeview Public Library until further notice.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Jaguszewski

**Motion Carried.**

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE SPECIAL MEETING  
December 19, 2012  
Page two

**2012 – 143** Motion by Trustee Lewis and seconded by Trustee Carben to name Chris Sebuck as Acting Assistant Director of the Bridgeview Public Library until further notice.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Jaguszewski.

**Motion Carried.**

**2012 – 144** Motion by Trustee Lewis and seconded by Trustee Carben to authorize our legal counsel to prepare a final employment settlement agreement based on the discussion in closed session.

Upon roll call vote:

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

Nays: 0

Absent: 1 Trustee Jaguszewski.

**Motion Carried.**

**2012 – 145** Motion by Trustee Lewis and seconded by Trustee Marek to adjourn.

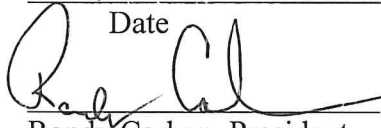
Upon voice vote with all ayes and no nays, **Motion Carried.**

The meeting adjourned at 7:19 p.m.

Respectfully submitted,

  
\_\_\_\_\_  
Vicki Choate, Recording Secretary

APPROVED:

7-11-13  
Date  
  
\_\_\_\_\_  
Randy Carben, President

  
\_\_\_\_\_  
Alice Vilimek, Secretary

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE SPECIAL MEETING  
CLOSED SESSION  
December 19, 2012

President Randy Carben called the meeting to order at 6:14 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 Attorney Safaa Zarzour.

Attorney Zarzour discussed the response to Director Taylor's attorney stating she was not granted medical leave with pay based upon the current Library policy. Also policy states you have to use your unused vacation, sick and personal time first. In addition he stated that Library policy also states you cannot return to work after being gone five days without a note from your doctor. Therefore, Rose is not allowed on the property until a release from her doctor is given to the Board.

Rose has not returned the credit card and the Board was advised to cancel the credit card.

Attorney Zarzour is discussing with Rose's attorney a settlement offer of \$35,000 and 1 year insurance for her only. Policy states she can carry over 5 days vacation and she is requesting 38 unused vacation days. If the severance/settlement agreement is accepted Rose will have to sign a release holding the Library harmless from any further accusations/claims against the Library.

Rose does still have remote access to the computer and has not turned in any of her keys, although her swipe card is not longer working. I

It was suggested that cameras be installed on the front and side doors to monitor if she does attempt to access the library. As she is not allowed on the property at this time, if she were to gain access staff is to call the police to have her escorted off the premises.

The current bank accounts were discussed. The Board is to remove Rose Taylor's name from the bank accounts and to close the account with only Rose's signature and open an account with Lori Kinzel and President Carben as signers.

Trustee Kasten explained to the Board the actions needed to make these changes on the bank accounts. Not turning in her receipts for her trip to a conference, after numerous requests, was discussed.

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE SPECIAL MEETING  
CLOSED SESSION  
December 19, 2012  
Page two

Trustee Lewis discussed 5 ideas of hiring for the needed staff at the library. The Board discussed the idea of hiring from the outside versus promoting within.

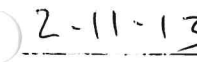
Motion by Trustee Lewis and seconded by Trustee Vilimek to adjourn.  
Upon voice vote with all ayes and no nays, **Motion Carried.**

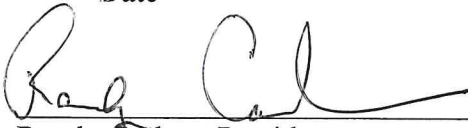
The meeting adjourned at 7:12 p.m.


Respectfully submitted,

  
\_\_\_\_\_  
Vicki Choate, Recording Secretary

APPROVED:

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Randy Garben, President

  
\_\_\_\_\_  
Alice Vilimek, Secretary

Day closed  
reviewed 6/10/13