

# GLENWOOD-LYNWOOD PUBLIC LIBRARY DISTRICT

320 Glenwood-Lansing Road  
Glenwood, IL 60425  
708-758-0090  
708-758-0106 fax

[www.glpld.org](http://www.glpld.org)

## BOARD OF TRUSTEES

Regular Meeting Minutes

8:15 p.m.

15 July 2008

### 1. Call to Order & Roll Call – 8:19pm

Trustees present: Mays-Browne, Dixon, Bell, Marlow, Peters, Spencer. Trustee Uza absent

### 2. Recognition of Visitors

- Katrina Harris/Assistant Director – Info Services Manager
- Norm Eallonardo/Owners Representative
- Brandon Bell, resident

### 3. Approval/Adjustment of Agenda

Trustee Peters moved to accept agenda as presented, seconded by Trustee Bell

Ayes: All

Absent: Trustee Uza

### 4. Visitors Comments on Agenda Items

None

### 5. New Facility Update

- Miscellaneous: Carpeting will be installed at the end of the week. Recent site work has included landscaping, site furnishings. Final parking lot paving should be done next week. All parking lights are on and will run throughout the night for security purposes. Overall the project is going well. Presently working with the telephone company to secure service for computer, phone, data lines, etc... Contractor targets 8/1 for completion of the project, although he is not required to complete until 8/15.

### 6. Consent Agenda (Action for All)

A. Approval of Minutes: 17 June 2008

B. Treasurer's Report

C. Bills Claimed List

Trustee Bell Move to accept the Consent Agenda as presented, second by Trustee Marlow

Ayes: All

Nayes: None

Absent: Trustee Uza

### 7. Director's Report

- Ford Heights; The one per capita check is currently being renegotiated with the county. We will receive the \$4000 once the county releases the monies.
- MLS director Alice Calabrese wrote a letter to the Ford Heights board strongly advising the Ford Heights board to pay the \$42,000 owed the us by end of year
- Ford Heights would like to hold a fundraiser
- New Library Hours: Director Parker will put into a policy next month
- Bookmobile: Will not go out while library is moving as originally planned. There was a lot of complications with SWAN, having access to the bookmobile server and not being able to clear all the books returned.
- A number of requests have come in to purchase the building and sign, but nothing of serious intent. Director Parker will continue to entertain offers until the date for signing a demo contract occurs.

## 8. Communications

None

## 9. New Business

- A. Set Budget and Appropriations Ordinance Hearing for Fiscal year 2008-2009 for the next regularly scheduled board meeting, August 19, 2008.(ACTION)

MOVE TO HAVE THE BUDGET AND APPROPRIATIONS ORDINACE HEARING FOR FISCAL YEAR 2008-2009 BEFORE THE AUGUST 19, 2008 BOARD MEETING, AT 8:00 P.M.

Trustee Spencer moved, seconded by Trustee Bell

Ayes: All

Absent: Trustee Uza

- B. Cancel the September 16, 2008 board meeting (ACTION)

MOVE TO CANCEL THE SEPTEMBER 16, 2008 REGULAR BOARD MEETING

Trustee Peters moved, seconded by Trustee Bell

Ayes: All

Absent: Trustee Uza

- C. Approve new job descriptions: Computer Attendant and Library Materials Processor (ACTION)

MOVE TO APPROVE THE NEW JOB DESCRIPTIONS FOR COMPUTER ATTENDANT AND LIBRARY MATERIALS PROCESSOR

Trustee Bell moved, seconded by Trustee Peters

Ayes: All

Absent: Trustee Uza

- D. Meeting Room Policy (ACTION)

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MOVE TO APPROVE MEETING ROOM POLICY AS AMENDED

Trustee Bell moved, seconded by Trustee Peters

Ayes: All

Absent: Trustee Uza

E. Director Parker Evaluation (ACTION)

MOVE TO APPROVE DIRECTOR PARKER'S SALARY TO \$68,000

Trustee Marlow moved, seconded by Bell.

Ayes: All

Absent: Trustee Uza

**10. Executive Session**

Executive session held for the purpose of discussing legal and staff issues.  
Executive Session began at 9:50 pm and ended at 10:15 pm.

**11. Adjournment**

Meeting adjourns at 10:16 by consensus

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President

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Secretary