

# GLENWOOD-LYNWOOD PUBLIC LIBRARY DISTRICT

## BOARD OF TRUSTEES

Regular Meeting

16 December 2008

### 1. Call to Order & Roll Call – 7:50 PM

- Trustees Present: Bell, Dixon, Peters, Spencer
- Trustees Absent: Marlow, Mays-Browne, Uza

### 2. Recognition of visitors

- Katrina Harris: Assistant Director – Information Services Manager
- Annie Coulter – President, Ford Heights Public Library District Board of Trustees

### 3. Approval/adjustment of agenda

- Annie Coulter arrived during agenda item 3 – Approval of Minutes. The Board decided to allow Ms. Coulter to speak on November Old Business agenda item after the approval of the November Minutes.

### 4. Visitors comments on agenda items

Ms. Coulter asked to speak on non-agenda item, old business from the November board meeting: the Ford Height/Glenwood-Lynwood Library contract. Ms. Coulter discussed how the districts tax revenues are not and have not been what has been levied for the last few years. The District needs to annex land in Ford Heights, which will hopefully garner additional tax monies. The District also is aware that they need to fund alternate avenues of funding, perhaps a fundraiser.

The Glenwood-Lynwood board discussed the possibility of the Ford Heights Board and the Ford Heights school district discussing a collaborative effort and for Glenwood-Lynwood to provide service on a fee based structure for said services. Director Parker will create fee structure list and send to other organizations in Ford Heights where the GLPLD had been providing services during the contract phase.

### 5. New Facility Update

- Director Parker gave building update. She, architect, contractor and owners representative met the previous week for a final closeout meeting. After discussion of all the outstanding items from the punch list, the library will pay AJ Maggio the final pay application of \$117,120.00 after all waivers of lien are received from the sub-contractors and once Maggio has completed the items on the close out list that are scheduled to be completed now. There were a few items that must wait until spring, specifically landscaping. The library will hold back the remaining \$22, 954.25 until after the architect and owners representative are satisfied that the necessary items are completed at a later time period.

### 6. Consent Agenda (action for all)

- A. Approval of Minutes: 18 November 2008

MOVE TO ACCEPT MINUTES AS PRESENTED

Motion: Trustee Bell

Ayes: All

Second: Trustee Peters

Nays: None

Absent: Trustees Marlow, Mays-Browne, Uza

- B. Treasurer's Report
- C. Bills Claimed List
- D. Construction Project Invoices

**MOVE TO ACCEPT THE REMAINING CONSENT AGENDA AS PRESENTED**

Motion: Trustee Peters                      Ayes: All  
Second: Trustee Bell                      Nays: None  
Absent: Trustees Marlow, Mays-Browne, Uza

**7. Directors Report**

- Mileage reimbursement goes down to 55 cents per mile January 1.
- Will have some extra electrical and carpentry work done on the building, independent of the contract with AJ Maggio. The extra electrical work will cost approximately \$2500 and the quote for the carpentry work is pending. All costs will be paid from the remaining building fund.
- Every month the library gets a report of Glenwood-Lynwood cardholders who check items out at non-SWAN libraries. In the past GLPLD cardholders consistently check out 650 – 700 items per month from Lansing library. In November 393 items were checked out from Lansing. It appears that Lynwood residents are discovering the library.
- Trustee Dixon asked Director Parker if we were applying for eth DCEo Bridging the Digital Divide Grant. Director Parker indicated that she thought we were reapplying for it along with Brookwood School District 167.

**8. Communications**

- Card from Milford Moore, President of the Matteson Public Library thanking the GLPLD trustees for attending the meet and greet function hosted by the Matteson Board of Trustees.

**9. New Business**

A. Ms. Teshuah – GED book in bookdrop

Ms. Teshuah did not attend the meeting

B. Nathan Pasbig – O'Neil & Gaspardo Accounting Firm re: FY07-08 Audit

Mr. Pasbig was not able to attend. Moved to Old Business Item at January meeting.

C. Staff/Board Christmas Dinner (ACTION)

**MOVE TO HAVE BOARD PAY FOR STAFF HOLIDAY CELEBRATION IN LIEU OF THE ANNUAL STAFF/BOARD DINNER.**

Motion: Trustee Bell                      Ayes: All  
Second: Trustee Peters                      Nays: None  
Absent: Trustees Marlow, Mays-Browne, Uza

**10. Old Business**

A. Collection Bins for organizations at the library (ACTION)

MOVE TO DENY ORGANIZATIONS TO PUT COLLECTION BINS FOR VARIOUS FUNDRAISERS IN THE LIBRARY

Motion: Trustee Spencer

Ayes: All

Second: Trustee Peters

Nays: None

Absent: Trustees Marlow, Mays-Browne, Uza

B. Display Cabinet Policy (ACTION)

Move to approve display cabinet policy as amended.

Motion: Trustee Peters

Ayes: All

Second: Trustee Spencer

Nays: None

Absent: Trustees Marlow, Mays-Browne, Uza

**11. Executive Session**

Not needed

**12. Adjournment**

MOVE TO ADJOURN MEETING AT 9:56 PM

Motion: Trustee Bell

Ayes: All

Second: Trustee Peters

Nays: None

Absent: Trustees Marlow, Mays-Browne, Uza