

GLENWOOD-LYNWOOD PUBLIC LIBRARY DISTRICT

19901 Stony Island Avenue
Lynwood, IL 60411
708-758-0090
708-758-0106 fax

www.glpld.org

BOARD OF TRUSTEES

Regular Meeting

7:00 PM

18 November 2008

1. Call to Order & Roll Call – 7:00 PM

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

Trustee Dixon arrived at 7:19 PM

2. Recognition of visitors

- Katrina Harris: Assistant Director – Information Services Manager
- Norm Eallonardo: Owners Representative

3. Approval/adjustment of agenda

- Add to “E” the debt service payment for December 2008 in the amount \$342,046.25

4. Visitors comments on agenda items

- None

5. New Facility Update

- \$365.75 remaining in allowance balance.
- The architect will put approximately \$700 toward the window ceiling repair costs. Norm will request the architect to generate a credit memo and provide. The general contractor is still owed \$139,062.
- Checklist of “to do” items is being addressed. Among the items are: Air noise in various rooms, distribution of air/heat to manage room temperatures; There are furniture changes due at the end of the week, an electrician visit slated for Friday and a painters visit scheduled for the purpose of touching up the paint.
- Norm will inquire with engineer regarding possibility of additional lighting in the parking lot.
- Norm departs at 7:23 PM.

6. Consent Agenda (action for all)

- A. Approval of Minutes: 21 October 2008
- B. Treasurer’s Report
- C. Bills Claimed List
- D. Construction Project Invoices
- E. Debt Service: \$342,046.25

MOVE TO ACCEPT THE CONSENT AGENDA AS PRESENTED

Motion: Trustee Bell
Second: Trustee Spencer

Ayes: All
Nays: None
Absent: Trustee Peters

7. Directors Report

- Old building update: ComEd removed the transformer from the building 11/17, and were working at the pole the following day. Removal/disconnection should be complete by end of week (11/21). AT&T's equipment will be removed by library staff and stored at the new facility, because they did not respond to numerous requests/inquiries made since September.
- Patron would like reimbursement for a GED book she mistakenly placed in the book drop; The book was sold for approximately \$0.50 via "the friends of the library" book sale, as it was assumed to be a book donation; Board agrees that it was a mistake made by the patron and that the library would not reimburse the patron. Paying for the book would set a precedent, and could become costly if future incidents occur.

8. Communications

- Nothing

9. Old Business

A. Ford Heights Public Library District Contract Renewal (ACTION)

MOVE NOT TO RENEW THE FORD HEIGHTS CONTRACT FOR SERVICE, BUT TO OFFER SERVICE TO ORGANIZATIONS WITHIN THE COMMUNITY WHO REQUEST IT BASED ON A FEE-BASED STRUCTURE

Motion: Trustee Uza
Second: Trustee Bell

Ayes: Bell, Spencer, Uza, Mays-Browne
Nays: Marlow
Abstain: Dixon
Absent: Trustee Peters

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

MOVE TO TABLE VOTE FOR APPROVAL OF ORGANIZATIONS TO PUT COLLECTION BINS FOR VARIOUS FUNDRAISERS IN THE LIBRARY

Motion: Trustee Marlow
Second: Trustee Bell

Ayes: all
Nays: none
Absent: Trustee Peters

10. New Business

A. Policies (ACTION)

1) Display Cabinet (New)

- Use similar language to the meeting room policy (displays)
- Tentative draft will go out, but will not be official until January

2) Smoking (Revisit)

MOVE TO TABLE THE DISPLAY CABINET POLICY UNTIL DECEMBER

Motion: Trustee Bell
Second: Trustee Spencer

Ayes: All
Nays: None
Absent: Trustee Peters

MOVE TO REVISE THE SMOKING POLICY FOR THE LIBRARY DIRECTOR TO LOCATE AND POST SIGNAGE INDICATING A DESIGNATED SMOKING AREA AWAY FROM THE LIBRARY BUILDING.

Motion: Trustee Uza

Ayes: all

Second: Trustee Bell

Nays: none

Absent: Trustee Peters

11. Executive Session

Not needed

12. Adjournment

MOVE TO ADJOURN MEETING AT 10:10 PM

Motion: Trustee Bell

Ayes: All

Second: Trustee Dixon

Nays: None

Absent: Trustee Peters