

**THE BOARD OF LIBRARY TRUSTEES OF THE
LINCOLNWOOD PUBLIC LIBRARY DISTRICT
LINCOLNWOOD, ILLINOIS**

Regular Board Meeting

February 26, 2009

7:30 p.m.

CALL TO ORDER

The regular meeting of the Board of Library Trustees of the Lincolnwood Public Library District was called to order by President Talaganis at 7:45 p.m., on February 26, 2009, in the library's Board/Conference Room.

ROLL CALL

Trustees Present: Talaganis, Beard, Fields, Gimbel, Martel, and Klatzco. (Both Trustee Beard and Trustee Martel arrived during the Library Director's Report.)

Trustees Absent: Alper.

Staff Present: Head of Adult Services-Assistant Library Director Gail Inman, and Head of Community Relations-Library Programs Coordinator Julie Anne Nitz-Weiss. Library Director Hurwitz, who was home recovering from surgery, participated in the meeting by means of speaker phone.

Visitors Present: Lincolnwood residents Robert ("Bob") Chleboun and Fausto I. Ramos Gomez, who have filed to run as a candidates for library trustee at the April 7, 2009 consolidated election.

CONSENT AGENDA

ON A MOTION BY TRUSTEE GIMBEL AND SECONDED BY TRUSTEE FIELDS, AND WITH ALL FOUR TRUSTEES WHO WERE PRESENT AT THE TIME VOTING "YES" WHEN THE ROLL WAS CALLED, THE ITEMS ON THE CONSENT AGENDA WERE APPROVED AS FOLLOWS:

- Approve **Minutes** of January 22, 2009 regular Board meeting as presented.
- Approve **Financial Report** for period ending 1/31/09 as presented.
- Approve **Disbursements** for period 1/2/09 through 1/31/09 as presented.
- Receive **Reports of Committees**.
- Approve **Destruction of the Recordings** of Closed Sessions held at the following meetings: 11/16/06 Regular Board meeting; 1/25/07 Regular Board meeting; 3/22/07 Regular Board meeting; and 4/26/07 Regular Board meeting; this in accordance with the requirements of the Illinois Open Meetings Act.

LIBRARY DIRECTOR'S REPORT

President Talaganis informed the Board that staff member Stella Wisowaty was unable to attend tonight's meeting. Therefore, the ceremony recognizing her twenty years of service to the library will be deferred until the March Board meeting.

Library Director Hurwitz indicated that he had nothing to add to his written report in section "D" of the meeting packet. The floor was then given, successively, to Head of Adult Services-Assistant Director Inman and Head of Community Relations-Library Programs Coordinator Nitz-Weiss, who presented the highlights of, and responded to questions about, their respective quarterly reports. (Written versions of these reports were included in section "D" of the meeting packet.)

REPORT FROM THE FRIENDS OF THE LIBRARY REPRESENTATIVE

Trustees Talaganis and Gimbel reported on behalf of the Friends. The Friends' Board is in the process of reconsidering when its monthly meetings will be held. The Friends would also like to hold next winter's book sale in December rather than January. The library will try to accommodate this request. In order to do so, however, the Roehri Room must be freed of all other commitments for a span of eight to nine days.

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CORRESPONDENCE AND COMMUNICATIONS

Trustee Talaganis read a letter from Trustee Gimbel thanking the Board for the gift card she received in recognition of the knitting class that she provides for the library.

AUDIENCE TO VISITORS

The Board welcomed both Mr. Chleboun and Mr. Ramos Gomez to the meeting. Mr. Chleboun had formally introduced himself to the Board at its January meeting. Mr. Ramos Gomez did so at this meeting.

UNFINISHED BUSINESS

Parking Lot Expansion Project. Library Director Hurwitz reported that the Finance and Facilities Committee, at its February 17, 2009 meeting, reviewed and agreed to recommend that the Board approve, payout application #8 from Frontier Construction, in the amount of \$17,504.16, as recommended by the project architect. This will leave a total balance of \$6,305.95 to be held back from Frontier "...until spring growth shows that the significant re-planting (i.e., of trees and bushes) that was done very late in the season has survived." Trustee Klatzco, a member of the Finance and Facilities Committee, indicated that he just noticed what might be a major problem with spalling of a section of new concrete curb in the parking lot. After discussion, and ON A MOTION BY TRUSTEE MARTEL AND SECONDED BY TRUSTEE BEARD, AND WITH ALL SIX TRUSTEES PRESENT VOTING "YES" WHEN THE ROLL WAS CALLED, THE BOARD APPROVED PAYMENT OF PAYOUT APPLICATION #8 FROM FRONTIER CONSTRUCTION, IN THE AMOUNT OF \$17,504.16, PROVIDED THE NEWLY IDENTIFIED PROBLEM WITH SPALLING OF A SECTION OF CONCRETE CURB CAN BE RESOLVED TO THE SATISFACTION OF BOTH THE PROJECT ARCHITECT AND THE FINANCE AND FACILITIES COMMITTEE.

April 7, 2009 Library Trustee Election. As indicated in Library Director Hurwitz's written report, four Lincolnwood residents (Robert "Bob" Chleboun, Charlene Bartlett, James E. Berger, and Fausto I. Ramos Gomez) will be on the library trustee ballot at the April 7 consolidated election. They will be vying for the two open positions on the Board.

Other Unfinished Business.

Teen –Youth Area Space Reconfiguration Project. As recommended by the Finance and Facilities Committee, and ON A MOTION BY TRUSTEE MARTEL AND SECONDED BY TRUSTEE KLATZCO, AND WITH ALL SIX TRUSTEES PRESENT VOTING "YES" WHEN THE ROLL WAS CALLED, THE BOARD VOTED TO AUTHORIZE ARCHITECT MICHAEL MOLINARO TO COMPLETE BID DOCUMENTS FOR THE FIRST PHASE OF THE PROJECT AS REVISED, AT A COST NOT TO EXCEED \$6,000. (See the minutes of the February 17, 2009 Finance and Facilities Committee meeting for background information about the revised plans for this project.)

Granite Plaque for Parking Lot Project. President Talaganis distributed a price quotation that staff obtained from Prestige Distribution, Inc., Northbrook, IL, to provide and install a granite dedication plaque for the parking lot project. Based on some additional research that she, herself, pursued, the price quoted, \$3,200, seems to be quite reasonable. Although the final wording for the plaque still needs to be decided upon, President Talaganis recommends that the Board authorize staff to move ahead with the plaque by accepting the proposal from Prestige Distribution, Inc. After brief discussion, and ON A MOTION BY PRESIDENT TALAGANIS AND SECONDED BY TRUSTEE MARTEL, AND WITH ALL SIX TRUSTEES PRESENT VOTING "YES" WHEN THE ROLL WAS CALLED, THE BOARD AUTHORIZED STAFF TO ENGAGE PRESTIGE DISTRIBUTION, INC. TO PROVIDE AND INSTALL A GRANITE DEDCATION PLAQUE FOR THE LIBRARY PARKING LOT EXPANSION PROJECT, AT A COST NOT TO EXCEED \$3,500.

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NEW BUSINESS

Transfer of Monies from the Library Fund to the Special Reserve Fund. As recommended by the Finance and Facilities Committee at its February 17, 2009 meeting, and ON A MOTION BY TRUSTEE BEARD AND SECONDED BY TRUSTEE KLATZCO, AND WITH ALL SIX TRUSTEES PRESENT VOTING "YES" WHEN THE ROLL WAS CALLED, THE BOARD AUTHORIZED A TRANSFER OF \$30,000 FROM THE LIBRARY FUND TO THE SPECIAL RESERVE FUND.

Other New Business. None.

OTHER BUSINESS

Review of *Serving Our Public: Standards for Illinois Public Libraries.* The scheduled review of chapters III (Personnel) and VIII (Public Relations and Marketing). *Serving Our Public* was deferred until March.

BOARD ACTION CHART

The Board briefly reviewed and discussed the Action Chart. President Talaganis pointed out that the parking lot project dedication plaque item can now be indicated as being well on its way toward completion.

SCHEDULE OF UPCOMING BOARD AND COMMITTEE MEETINGS

The following meetings were either scheduled or confirmed:

Finance & Facilities Committee Meeting	Thursday	March 26, 2009	7:00 p.m.
Regular Board Meeting	Thursday	March 26, 2009	7:30 p.m.

CLOSED SESSION

At 8:28 p.m., ON A MOTION BY TRUSTEE KLATZCO AND SECONDED BY TRUSTEE MARTEL, THE BOARD VOTED UNANIMOUSLY TO ADJOURN TO CLOSED SESSION IN ORDER TO REVIEW AND MAKE DETERMINATIONS REGARDING THE MINUTES OF PREVIOUSLY HELD CLOSED SESSIONS. All attendees except library trustees left the meeting. Library Director Hurwitz remained on the speaker phone.

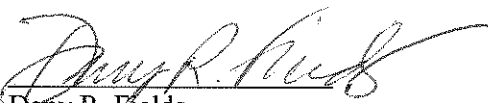
RECONVENE OPEN SESSION AND ADDITIONAL BOARD ACTIONS

President Talaganis reconvened the meeting in open session at 8:34 p.m. ON A MOTION BY TRUSTEE KLATZCO AND SECONDED BY TRUSTEE FIELDS, THE BOARD UNANIMOUSLY MADE DETERMINATIONS ABOUT THE MINUTES OF EIGHT PREVIOUSLY HELD CLOSED SESSIONS AS FOLLOWS:

<u>Closed Session at</u>	<u>Reason for Closed Session</u>	<u>Determinations Made</u>
11/16/06 Regular Board Meeting	Possible Land Acquisition	Not released for public review
1/25/07 Regular Board Meeting	Possible Land Acquisition	Not released for public review
3/22/07 Regular Board Meeting	Possible Land Acquisition	Not released for public review
4/26/07 Regular Board Meeting	Possible Land Acquisition	Not released for public review
8/28/08 Regular Board Meeting	Determinations re: Previous Closed Sessions	Approved & released for public review
8/28/08 Regular Board Meeting	Possible Land Acquisition	Approved but not released for public review
9/18/08 Regular Board Meeting	Possible Land Acquisition	Approved but not released for public review
1/22/09 Regular Board Meeting	Library Director's Performance Evaluation	Approved & released for public review

ADJOURNMENT.

ON A MOTION BY TRUSTEE MARTEL AND SECONDED BY TRUSTEE KLATZCO, THE MEETING ADJOURNED BY UNANIMOUS CONSENT AT 8:38 P. M.


Dany R. Fields
Secretary

APPROVED ON 3/26/09
INCLUDED IN 3/09 BOARD PACKET