

MINUTES OF ITASCA COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING
June 17, 2008

ROLL CALL

President, Maxine A. Swanson called the regular meeting of the Board of Trustees of the Itasca Community Library to order at 7:01 p.m.

Present were: President, Maxine A. Swanson, Vice President, Paul J. Nelson; Treasurer, David C. Westen; Secretary, Deborah S. Wisowaty, Members: Mark W. Moersch & Michael S. Golden.
Also Present: Library Director, Betsy Adamowski; Business Manager, Izabela Wnuk; Business Assistant, Constance Ronnberg.

Absent were: Member, Sharon R. Laughlin.

AUDIENCE TO VISITORS: None

SECRETARY'S REPORT:

- Mr. Westen made and Mr. Golden seconded the motion to approve the minutes of the Board Meeting.
Voice vote: Ayes: All Nays: None Motion passed.

FINANCIAL REPORT:

1. **Approval of Bills Payable**

Mr. Westen made Mrs. Wisowaty seconded the motion to approve the Bills Payable in the amount of \$101,000.51. The motion carried on the following

ROLL CALL:

AYES

Mr. Golden

Mr. Moersch

Mrs. Wisowaty

Mr. Nelson

Mrs. Swanson

Mr. Westen

NAYS

The check to Gatto was confirmed as payment for replacing all the boards in the lobby display case with lighter wood.

2. **Treasurer's Report**- none

LIBRARIAN'S REPORT:

- Mrs. Swanson was at the bid opening, three bids were opened. It was noted that a supplement to the Walter Daniels bid was also received. A vast price difference in bids raised concerns. Two of the three bids were \$500,000.00 more than Walter Daniels. The higher bids are not even a consideration financially, per Mr. Farahmandpour. It was discussed that the possible discrepancy in bids comes with the fact that Walter Daniels sub-contracts while the other two use their own workers. Mr. Farahmandpour will meet with Walter Daniels on Friday, June 20th at 8:00 a.m. to discuss the details of their bid and review their qualifications. A

Special Board Meeting was called for Tuesday June 24th to review Mr. Farahmandpour's findings from his interview and form a decision as to whether to accept the bid.

Many unanswerable questions, trailed the board's attempt to dissect and understand the Walter Daniels bid due to its format. The lead time for the windows at 5 to 6 weeks was a concern that Mrs. Swanson will bring up in the Friday meeting. Mrs. Swanson advised the Board to bring their concerns on the bid to the Special Meeting for Mr. Farahmandpour to answer. Mr. Westen requested a spreadsheet of all costs for the total project to be made available. It will give the board a better view of the available money and help determine the fiscally practical options from the Walter Daniels Bid. Mr. Westen added that the final decision with options may not come until the HVAC numbers are known for a clearer picture of available funds. The question was posed as to how Walter Daniels was able to put in a supplementary bid.

- An incident with a Village Inspector took place at the circulation desk in regards to a lapsed permit on the Screen and violation of the library sign. Mrs. Swanson took her concerns with the Inspector's unprofessional manner to Mr. Williams, Village Administrator. She also gave notice that the Library board would be going before the Planning Commission for a variance for the costly roof screen, noting that the Library should be grandfathered in the old ordinance which did not require screens. The library sign was found to be on the approved drawings and therefore in accordance, even though we had no permit for the job.

REPORTS OF COMMITTEES OF OFFICERS: None

OLD BUSINESS:

NEW BUSINESS:

1) Approval of the 2008 Appropriation and Levy Request

Mr. Westen made and Mr. Moersch seconded the motion to approve the 2008 Appropriation and Levy Request.

Voice vote: Ayes: All Nays: None Motion passed

ROLL CALL:

AYES

Mrs. Laughlin

Mr. Moersch

Mrs. Wisowaty

Mr. Nelson

Mrs. Swanson

Mr. Westen

Mr. Golden

NAYS

2) Approval of the Joint Prevailing Wage Resolution.

Mrs. Wisowaty made and Mrs. Laughlin seconded the motion to approve the Joint Prevailing Wage Resolution.

Voice vote: Ayes: All Nays: None Motion passed

3) Motion to approve purchase of a staff copy machine for \$10,512.00.

This motion was tabled. More information on the warranty and lease cost vs. purchase cost difference was needed to make a decision. Mr. Nelson wants to make sure an increased burden to own the machine does not exist. Errors in calculating the final cost were uncovered. Mr. Golden requested that other companies quote the machine. Kwik-Print also uses this copier company and Canon is typically more expensive. Good service is, however, the most important feature to have in a copier. The board suggested it be added to the Special Meeting.

EXECUTIVE SESSION:

ADJOURNMENT:

With no further business before the board Mr. Moersch made and Mr. Golden seconded the motion to adjourn.

Voice Vote: Ayes: All Nays: None Motion passed.

The meeting adjourned at 7:50 p.m.

Minutes were written by Constance Ronnberg.

Respectfully Submitted,

Deborah S. Wisowaty, Secretary