

MINUTES OF ITASCA COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING
January 15, 2008

ROLL CALL

President, Maxine A. Swanson called the regular meeting of the Board of Trustees of the Itasca Community Library to order at 7:00 p.m.

Present were: President, Maxine A. Swanson; Treasurer, David C. Westen; Secretary, Deborah S. Wisowaty, Members: Mark W. Moersch, Sharon R. Laughlin & Michael S. Golden.

Also Present: Library Director, Betsy Adamowski; Business Manager, Izabela Wnuk; Business Assistant, Constance Ronnberg.

Absent was: Vice President, Paul J. Nelson

AUDIENCE TO VISITORS: None

SECRETARY'S REPORT:

- Mr. Westen made and Mr. Golden seconded the motion to approve the minutes of the last Board Meeting.

Voice Vote: Ayes: All Nays: None Abstained: Mr. Westen Motion Passed

FINANCIAL REPORT:

1. Approval of Bills Payable

Mr. Westen made and Mrs. Wisowaty seconded the motion to approve the Bills Payable in the amount of \$ 113,391.43.

Voice Vote: Ayes: All Nays: None Motion Passed

2. Treasurer's Report- None

LIBRARIAN'S REPORT:

- The upstairs is open and the public has been enjoying the space.
- The library canopy sign is down for repair; lettering and back lighting are being addressed. An arch on the library sign will also be completed to finish up the outside projects.
- An inspection of the upstairs revealed a problem with the height of the shelves on the west side. They obstruct the view of the exit sign. A section of shelving was removed to correct this issue. As for the exterior, a screen to cover the HVAC units on the roof was requested by the Inspector per a Village ordinance. Mrs. Adamowski called the Village to question the ordinance and how it pertains to established buildings. With the outcome of the referendum in balance and the extensive exterior work needed on the building, she requested time for further review. The Village gave the library a four month extension. The board members agreed the screen was an unnecessary expense and worthy of a variance.
- The library's main entryway will be re-carpeted with five feet of welcome matting at the door.
- Last Friday's In-service day with Wood Dale Library was successful for both libraries.

Mr. Westen noticed some confusion with the location of call numbers on the upstairs signs. Mrs. Adamowski noted that the signage is still a work in progress, pieces are on back order. Mrs. Sathaye, Adult Services Department Head, has also had to shift and reorganize the collection which is almost complete. Once everything is in place the call numbers will be very understandable.

Regarding the referendum, Mrs. Adamowski expressed her need for the board to talk up the facts of the issue to neighbors, friends and groups they attend. She passed out a frequently asked factual Q & A sheet to be used and handed out when discussing the issue with the public. The sheet was reviewed and discussed. The public is very confused as to how the referendum will impact their taxes. Mrs. Wisowaty suggested an overhead of a tax bill be used as a visual aid for the meeting on the 17th. All board members were encouraged to be in attendance at the meeting on the 17th at the library.

Mrs. Swanson presented the final payout archives from the original building. The supporting documents state the issues all related to interior completion (faucets and toilet leaks) not the exterior façade. A list of unfinished items on the building was given and a settlement was agreed upon. The exterior façade system was never in jeopardy of failing.

Mrs. Swanson requested Director Evaluations be turned in by February 6th to her mailbox. The responses will be compiled and distributed for the February Board Meeting.

REPORTS OF COMMITTEES OF OFFICERS: None

OLD BUSINESS: None

NEW BUSINESS: None

EXECUTIVE SESSION: None

ADJOURNMENT:

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

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

The meeting adjourned at 7:45 p.m.

Minutes written by Izabela Wnuk & Constance Ronnberg.

Respectfully Submitted,

Deborah S. Wisowaty, Secretary