

MINUTES OF ITASCA COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING
June 16, 2009

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; Vice President, Paul J. Nelson; Secretary, Deborah S. Wisowaty; Treasurer, David C. Westen; Members, Sharon R. Laughlin & Michael S. Golden.

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

Absent was: Member, Mark W. Moersch.

AUDIENCE TO VISITORS: None

SECRETARY'S REPORT:

1. Approval of the minutes as Received or Corrected.

- Mr. Westen made and Mr. Golden seconded the motion to approve the minutes from Tuesday, May 20, 2009 with the correction noting Mr. Nelson was late to the meeting not absent.

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 \$ 130,024.80. The motion carried on the following

Roll Call:

Ayes:

Mrs. Swanson

Mr. Nelson

Mrs. Wisowaty

Mrs. Laughlin

Mr. Golden

Mr. Westen

Nays:

2. Treasurer's Report- none

LIBRARIAN'S REPORT:

- Mrs. Adamowski thanked the board for her Anniversary celebration dinner and gift.
- The compensation package discussion was moved to August.
- The rain is delaying the construction project. An electrical thorough fare was discovered running right through the area where the parapet would sit. These structural issues will be addresses at Friday's construction meeting with a resolution. This oversight is a disappointment. Screening the HVAC units themselves and painting the units was reintroduced. It is hoped that if the plans change the Village will approve an alternate redesign due to structural factors.
- Mayor Pruyn gave Mrs. Adamowski a heads up that \$50,000 is being built into the Village budget for the sidewalk project. The budget will be approved this month. Landscaping is not included in the sidewalk project.

- Mrs. Adamowski is writing a \$15,000 grant for the Historical Society for the pictorial project. The money goes to the Historical Society.
- The Library's middle Study Room is now an Archive Office. The Historical commission purchased a computer and has a key to the office. We are waiting on the \$10,000 to hire an Archivist.
- The Per Capita Grant this year has very extensive requirements. Most of which were met during our referendum. The Board reviewed the necessary material as required by the Per Capita Grant. No policies changes were needed.
- The Administrative Ready Reference will be showcased next month.

Mrs. Swanson requested a change in the Youth Department Head report to have more current information.

REPORTS OF COMMITTEES OF OFFICERS: None

OLD BUSINESS:

NEW BUSINESS:

1. Motion to approve 2009 Appropriation and Levy Request.

Mr. Westen made and Mrs. Wisowaty seconded the motion to approve the 2009 Appropriation and Levy Request.

Voice vote: Ayes: All Nays: None Motion Passed.

Roll Call:

<u>Ayes:</u>	<u>Nays:</u>
Mr. Nelson	
Mrs. Wisowaty	
Mrs. Laughlin	
Mr. Golden	
Mr. Westen	
Mrs. Swanson	

Mr. Westen summarized the process of how they arrive at the amount for Appropriation and Levy. He stressed the importance of setting the proper funds into each account as designated by the budget.

2. Motion to approve Joint Prevailing Wage Resolution.

Mr. Westen made and Mr. Golden seconded the motion to approve the Joint Prevailing Wage Resolution as presented.

Voice vote: Ayes: All Nays: None Motion Passed.

3. Motion to approve Sidewalk Project Bid of \$88,000 from Schroeder and Schroeder.

Mr. Westen made and Mrs. Laughlin seconded the motion to approve the Sidewalk Project Bid of \$88,000.00 from Schroeder and Schroeder, including all the alternates.

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

Roll Call:

<u>Ayes:</u>	<u>Nays:</u>
Mrs. Wisowaty	
Mrs. Laughlin	
Mr. Golden	
Mr. Westen	
Mrs. Swanson	

Mr. Nelson

Mrs. Swanson posed the question; if the Village can not help with the sidewalk project can we afford it? Mrs. Adamowski stated the alternates need to be looked at. Discussion followed about color, design and maintenance of the concrete. Unfortunately, the final reserve will not be known until the building project is done due to unresolved issues with the parapet. It was suggested that a plan be given by Mr. Keppler for upkeep and maintenance on the concrete.

H. Executive Session

1. Personnel

At (time: 7:48), Mr. Golden made and Mr. Westen seconded the motion to go into executive session to discuss personnel.

At (time: 8:00), Mrs. Laughlin made and Mr. Golden seconded the motion to come out of executive session.

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 8:05 p.m.
Minutes were written by Constance Ronnberg.

I hereby note these minutes are approved.

Deborah S. Wisowaty, Secretary

Date