

MINUTES OF ITASCA COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING
January 19, 2010

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; Trustees: Michael S. Golden & Sharon R. Laughlin.

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

Absent: Vice President, Paul J. Nelson

Late Arrival: Trustee, Mark Moersch arrived at 7:32.

AUDIENCE TO VISITORS:

SECRETARY'S REPORT:

1. Approval of the December 15, 2009 Minutes as Received or Corrected.

- Mr. Westen made and Mr. Golden seconded the motion to approve the minutes from Tuesday, December 15, 2009.

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

A correction to the date of the minutes on the Meetings Agenda was noted to reflect December 15, 2009.

FINANCIAL REPORT:

1. Approval of Bills Payable

- Mr. Westen made Mr. Golden seconded the motion to approve the Bills Payable in the amount of \$ 293,417.91. The motion carried on the following

Roll Call:

Ayes:

Mrs. Swanson

Mr. Westen

Mr. Golden

Mrs. Laughlin

Nays:

It was noted that an ADT bill was paid twice in error. The oversight was refunded promptly.

The abbreviation FOL stands for Friends of the Library.

2. Treasurer's Report- None

LIBRARIAN'S REPORT:

- Only a small architect's bill stands between us and our final construction project total. As for Schroeder & Schroeder, \$8,000.00 is being held until the handicapped ramp markers are corrected in the spring.
- One extra copy of the Illinois Library Law Book for 2010 was offered to the members.
- Mrs. Adamowski has provided the Historical Commission with packets for their next meeting covering the Library's Historical Photo Display in search of support and interest.
- The World Health display entitled "What is Addiction?" is coming to the Library's West Meeting Room. This is in cooperation with the Village, World Health and the Police Department. It will run for one month, May 12 to June 9th.

- This year during Itasca's Holiday Program, Santa Claus will make his appearance at the Library. The Library will also be featured on the annual Itasca Ornament.
- The Board Statistics Report was noted as record breaking numbers are being seen with four months left in the year.
- The Library Director's Evaluation packets will be out this week. They are due back by 1:00 p.m. on February 5th in Mrs. Swanson's library mailbox.
- As for the budget, this is going to be a tight year.

REPORTS OF COMMITTEES OF OFFICERS: None

OLD BUSINESS:

NEW BUSINESS: None

1.) Motion to Approve Capitalization Policy.

Mr. Westen made and Mr. Golden seconded the motion to the Capitalization Policy.

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

Library Attorney, Bob Kay has approved the documents. The Auditors recommended not to include the depreciation of books and media.

2.) Motion to approve Investment Policy.

Mr. Westen made and Mr. Golden seconded the motion to approve the Investment Policy.

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

This too was approved by Library Attorney, Bob Kay, with the addition of Rating of Debt Security by the Auditors.

3.) Discussion on board vacancy.

Four names were presented as possible candidates for the vacancy. Mrs. Adamowski will send to them letters of consideration with proceeding directions.

Mr. Moersch made and Mr. Westen seconded the nomination of Sharon R. Laughlin as Secretary.

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

ADJOURNMENT:

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

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

The meeting adjourned at 7:45 p.m.

Minutes were written by Constance Ronnberg.

I hereby note these minutes are approved.

Sharon R. Laughlin, Secretary

Date