

MINUTES OF ITASCA COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING
June 15, 2010

ROLL CALL

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

Present were: President, Maxine A. Swanson; Vice President, Paul J. Nelson; Secretary, Sharon R. Laughlin; Treasurer, David C. Westen.
Members: Michael Golden & Anne Boehne.

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

Late: Member, Mark Moersch arrived at 7:29 p.m.

AUDIENCE TO VISITORS- none

SECRETARY'S REPORT

1. Approval of the May 18, 2010 Minutes as Received or Corrected.

- Mr. Westen made and Mr. Golden seconded the motion to approve the minutes from Tuesday, May 18, 2010, as presented.

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

FINANCIAL REPORT

1. Approval of Bills Payable

- Mr. Westen made Mr. Golden seconded the motion to approve the Bills Payable in the amount of \$102,478.63. The motion carried on the following

Roll Call:

Ayes: Nays: Motion Passed.

**Mr. Golden
Mrs. Boehne
Mrs. Laughlin
Mr. Nelson
Mrs. Swanson
Mr. Westen**

Check #10334 for roof repairs of the flat roof. Part of the maintenance agreement is checking for holes.

Treasurer's Report- none

LIBRARIAN'S REPORT

- Since the hydro-seed machine could not fit in the back garden, seed was planted.
- The Book Sale is this weekend.
- Illinois Library Systems are undergoing major changes. Delivery service for interlibrary materials will continue for now free of charge.
- Mrs. Adamowski enjoyed her week long participation in the Small Public Library

- Management Institute (SPLMI). She is on the committee and helps mentor small libraries.
- With great sorrow, Mrs. Adamowski requested personal time to care for her ailing Mother.

REPORTS OF COMMITTEES OF OFFICERS

OLD BUSINESS

1.) Motion to approve Medical Insurance Policy

Mr. Westen made and Mrs. Boehne seconded the motion to approve the Medical Insurance Policy as presented.

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

Full time library employment is 37 hours. 30 hour employees are rarely hired due to benefit costs.

2.) Motion to approve Dental Insurance Policy

Mr. Golden made and Mrs. Laughlin seconded the motion to approve the Dental Insurance Policy as presented.

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

3.) Motion to approve Life Insurance Policy

Mrs. Laughlin made and Mr. Golden seconded the motion to approve the Life Insurance Policy as presented.

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

Life insurance is \$30,000.00. It is not offered to part time employees, but it will be looked into if they want to buy into the policy.

4.) Motion to approve Vision Insurance Policy

Mrs. Boehne made and Mr. Golden seconded the motion to approve the Vision Insurance Policy as presented.

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

NEW BUSINESS

1.) Motion to approve authorization to transfer interest income from the 2008 (Referendum) Bond Fund, as per 2008 & 2009 forms 1099-INT from Itasca Bank & Trust, Co., to the Itasca Community Library Operating Fund Balance.

Mr. Westen made and Mrs. Laughlin seconded the motion to approve authorization to transfer interest income from the 2008 (Referendum) Bond Fund, as per 2008 & 2009 forms 1099-INT from Itasca Bank & Trust, Co., to the Itasca Community Library Operating Fund Balance, as distributed. The motion carried on the following

Roll Call:

Ayes

Mrs. Boehne

Mrs. Laughlin

Mr. Nelson

Mrs. Swanson

Mr. Westen

Mr. Golden

Nays

Motion Passed.

2.) Motion to approve authorization to transfer all non-interest unspent funds from the 2008 (Referendum) Bond Fund to the Itasca Community Library IMRF Restricted Asset Fund Balance Reserve.

Mr. Golden made and Mr. Westen seconded the motion to approve authorization to transfer all non-interest unspent funds from the 2008 (Referendum) Bond Fund to the Itasca Community Library IMRF Restricted Asset Fund Balance Reserve. The motion carried on the following

Roll Call:

Ayes

Nays

Motion passed.

Mrs. Laughlin

Mr. Nelson

Mrs. Swanson

Mr. Westen

Mr. Golden

Mr. Moersch

Mrs. Boehne

The approximate amount is \$20,000.00. Restricted assets fund balances are funds that can not be touched for anything but that designated item, such as IMRF (Illinois Municipal Retirement Fund). Due to the rapid increase in rates, these funds have lost their cushions and need replenishing. A reallocation of said funds can be done at the time of the levy request, as necessary.

3.) Motion to approve 2010 Appropriation and Levy Request.

Mr. Westen made and Mr. Moersch seconded the motion to approve 2010 Appropriation and Levy Request, as distributed.

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

The Appropriation and Levy Request is our request to the County for money to run the library as we have budgeted. Our request is presented to the Village for their approval and included as part of the Villages request to the County. It is distributed back to us through the Village as well.

Acct. 3120 on page 6 shows the work of our taxing commission were property tax is regained from tax appeals.

4.) Motion to approve Joint Prevailing Wage Resolution.

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

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

An attendance count for the "What is Addiction?" display was not able to be captured.

CLOSED SESSION

ADJOURNMENT

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

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

The meeting adjourned at 7:44 p.m.
Minutes were written by Constance Ronnberg.

I hereby note these minutes are approved.

Sharon R. Laughlin, Secretary

Date