

**SCHILLER PARK PUBLIC LIBRARY
BOARD OF DIRECTORS
MINUTES OF THE BOARD MEETING: JULY 27, 2011**

CALL TO ORDER

President Stachura called the meeting to order at 7:00pm.

ROLL CALL

Catherine Stachura, Mary Tedei, Ellen Melnitzke, Carrie Jordan, Barbara Piltaver, Sandra Rosario, Malgorzata Rostecka, Tina Setzer, Library Director and Rae Elgin, Acting Recording Secretary. A quorum was present.

MINUTES

A MOTION was made by Sandra Rosario and seconded by Ellen Melnitzke, to approve the minutes of June 23, 2011, as amended: under New Business: get 3 bids for computer re-wiring, board members should receive a copy of all comments/responses re: the Suggestion Box. The motion was approved unanimously.

Carrie Jordan requested that under Adjournment the meeting time be added to all future minutes.

OLD BUSINESS

Update of Expansion Project – Tina Setzer reported: 1 - issue with soil contamination, which stopped construction. After testing, it was determined that there was not a concern and construction has continued. Construction schedule is behind three weeks. 2 - The Library basement hallway was flooded with last Saturday's severe rainfall of over seven inches. One estimate was received for carpet tile replacement. Since it is covered by insurance, it was felt no other estimates were necessary. Current stock of carpet tiles will be used to replace small areas of water damaged carpet on the main level.

FINANCIAL REPORT

A MOTION was made by Barbara Piltaver, and seconded by Ellen Melnitzke, to approve the Treasurer's Report for July, 2011, for checks #25594 through #25643, totaling \$60,570.25 from the General Revenue Fund. Motion carried unanimously.

Tina Setzer included a breakdown of checks by categories to help the new board members get a better idea of where the monies are being dispersed.

LIBRARIAN'S REPORT

A MOTION was made by Sandra Rosario and seconded by Mary Tedei, to approve the Librarian's Report for June, 2011. Motion carried unanimously.

COMMITTEE REPORTS

Budget & Finance and Planning & Policy – No Reports.

Operations

Tina Setzer reported: 1 - original sump pump under the front stairwell was replaced; as was the replacement. 2 - After the severe storm on Saturday, July 23, 2011, Tina worked Saturday as well as Sunday to address the flooded basement. 3 - We have a \$50,000 umbrella policy with a \$500.00 deductible, which will take care of the ruined carpet tiles, estimate of \$7,990.00 from ESI. The Library

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was out of power for three days after the storm. 4 – building air-conditioning went out today and was repaired.

Employee Relations. Communications, Wish List and Special Project – No Reports.

GUESTS & PUBLIC COMMENTARY

No one was in attendance.

EXECUTIVE SESSION

At 7:30pm, the Board went into Executive Session and excused both Tina Setzer and Rae Elgin from the room.

The Board Meeting reconvened at 8:17pm with roll call taken.

NEW BUSINESS

Tina Setzer reviewed medical insurance renewal quotes from our current company, Aetna as well as Humana and Blue Cross/Blue Shield. Aetna's usual increase is 15%, but this year it is 18%, but it was noted that the quote could rise to up to 67% after the applications are processed.

The Board was given a copy of the Standards for Illinois Public Libraries and was asked to read Chapter Two, Core Standards, before next month's meeting.

COMMUNICATIONS

No report.

ADJOURNMENT

A MOTION was made by Carrie Jordan and duly seconded by Sandra Rosario, to adjourn the meeting. The meeting was adjourned at 8:26pm.

The next Library Board Meeting will be Thursday, August 25, 2011, at 7pm in the Lower Level of the Library.

Respectfully submitted,

Ellen Melnitzke
Secretary