**SCHILLER PARK PUBLIC LIBRARY**

**BOARD OF DIRECTORS**

**MINUTES OF THE BOARD MEETING:**

**JANUARY 24, 2013**

The regular meeting of the Schiller Park Public Library was called to order at 7:00 p.m. by

President Catherine Stachura.

President Stachura appointed acting secretary, Ms. Carrie Jordan.

ROLL CALL

Carrie Jordan, Barbara Piltaver, Sandra Rosario, Malgorzata Rostecka, Catherine Stachura,

Tina J. Setzer, Library Director.

Absent: Ellen Melnitzke & Mary Tedei.

**MINUTES**

Mrs. Malgorzata Rostecka moved to approve the minutes from the December 14, 2012 Board Meeting as amended.

Seconded by Mrs. Barbara Piltaver.

Motion carried unanimously.

**EXECUTIVE SESSION**

Ms. Carrie Jordan moved to adjourn into Executive Session at 7:10 p.m.

Seconded by Mrs. Barbara Piltaver.

Motion carried unanimously.

The regular meeting of the Schiller Park Public Library was called back into session at 7:27 p.m. by President Stachura.

ROLL CALL

Carrie Jordan, Barbara Piltaver, Sandra Rosario, Malgorzata Rostecka, Catherine Stachura,

Tina J. Setzer, Library Director.

Absent: Ellen Melnitzke & Mary Tedei.

Mrs. Sandra Rosario moved to approve the banning of patron Leigh Styan until May 1, 2013 on the contingency that he signs an agreement stating that he has read and understands the Library’s Rules of Conduct. If at any time Mr. Styan does not comply, he will be banned permanently.

Seconded by Mrs. Barbara Piltaver.

Motion carried unanimously.

**OLD BUSINESS**

None.

**FINANCIAL REPORT**

Mrs. Barbara Piltaver moved to approve the Treasurer's Report for January 2013 for checks

# 26517 through # 26565 totaling $76,363.52 from the General Revenue Fund.

Seconded by Mrs. Malgorzata Rostecka.

Motion carried unanimously.

Due to fraudulent activity which occurred in December against the library’s bank account, Ms. Setzer discussed the suggestion by JPMorgan Chase to add Positive Pay to the library’s account.

Ms. Carrie Jordan moved to approve adding Positive Pay to the library’s bank account.

Seconded by Mrs. Malgorzata Rostecka.

Motion carried unanimously.

**LIBRARIAN'S REPORT**

Mrs. Barbara Piltaver moved to approve the Librarian's Report for January 2013.

Seconded by Ms. Sandra Rosario.

Motion carried unanimously.

Ms. Tina Setzer announced and congratulated Ms. Laura Williams on the completion of her Master’s in Library and Information Science.

**BUDGET AND FINANCE**

No Meeting - No Report.

**PLANNING AND POLICY**

Meeting scheduled for Tuesday, February 12, 2013 at 7:00 p.m.

**OPERATIONS**

No Meeting - No Report.

**EMPLOYEE RELATIONS**

No Meeting - No Report.

**WISH LIST**

No Meeting - No Report.

**SPECIAL PROJECT**

None.

**GUESTS**

Schiller Park Detective Frank DeSimone

Leigh Styan

Laura Williams

**COMMUNICATIONS**

1. Ms. Hetal Parekh suggested the library goes back to using the stamped date due cards upon checkout.

2. Ms. Colleen Carroll suggested the loan period for books to increase to three weeks.

3. Mr. James Jirik suggested the DVD late fees be decreased to .50 per day.

4. Mr. David Clark submitted numerous suggestions about the revision of library policy regarding the

 homeless loitering.

5. Mr. David Stachura praised Director Tina Setzer for a job well done at the library.

6. Mr. Leigh Styan suggested installing the toilet paper dispenser above the handrail in

 the men’s restroom.

**ADJOURNMENT**

Mrs. Barbara Piltaver moved for adjournment at 7:50 p.m.

Seconded by Ms. Sandra Rosario.

Motion carried unanimously.

The next Library Board Meeting will be Thursday, February 28, 2013 in the Lower Level of the Library.

Respectfully Submitted,

Carrie Jordan

Acting Secretary