

SCHILLER PARK PUBLIC LIBRARY

BOARD OF DIRECTOR'S

MINUTES OF THE BOARD MEETING, APRIL 18, 2011

The regular meeting of the Schiller Park Public Library was called to order at 7:00 P.M. by the President, Mary Tedei.

PRESENT: Sandy Dybal, Carrie Jordan, Ron Joseph, Elizabeth Kaya, Catherine Stachura, Mary Tedei, Tina J. Setzer, Library Director and Laura Williams, Recording Secretary.

ABSENT: None

MINUTES

Mrs. Sandy Dybal **moved to approve the minutes from the March, 2011 Board Meeting.**

Seconded by Mr. Ronald Joseph.

Motion carried unanimously.

OLD BUSINESS

Ms. Setzer presented an update on the SIEMENS building project. The library's new roof is in the process of being installed. The permit for the addition is close to being approved by the Village.

FINANCIAL REPORT

Mr. Ronald Joseph **moved to approve the Treasurer's Report for April 2011 for checks #25423 through #25480 totaling \$77,302.30 from the General Revenue Fund.**

Seconded by Ms. Elizabeth Kaya.

Motion carried unanimously.

President Tedei presented the **petty cash** money to Ms. Setzer in the amount of **\$195.67.**

LIBRARIAN'S REPORT

Mrs. Catherine Stachura **moved to approve the Librarian's Report for March, 2011.**

Seconded by Ms. Elizabeth Kaya.

Motion carried unanimously.

BUDGET AND FINANCE

The Annual FY 2011-2012 Budget was discussed.

PLANNING AND POLICY

Mrs. Carrie Jordan **moved to approve the Acceptance of the Annual Non Resident Library Card Fee.**

Seconded by Mrs. Sandy Dybal.

Motion carried unanimously.

Mrs. Catherine Stachura **moved to approve the Acceptance of the Circulation Material Limits Policy.**

Seconded by Mrs. Carrie Jordan.

OPERATIONS

The library's new roof is in the process of being installed. The permit for the addition is close to being approved by the Village.

EMPLOYEE RELATIONS

None.

COMMUNICATIONS

Request to install an automated system for computer use and sign up.

Request to have basic computer skills classes.

Consider installing Microsoft Office on the internet terminals.

Improve the condition of men's bathroom.

Subscribe to the magazine The Economist.

WISH LIST

None.

SPECIAL PROJECT

None.

GUESTS

Ms. Ellen Melnitzke

Ms. Sandra Rosario

Ms. Malgorzata Rostecka

Mr. Stephen M. Szlak requested the implementation of basic computer skills courses to be offered at the library.

EXECUTIVE SESSION

Mrs. Carrie Jordan **moved to adjourn into Executive Session at 7:24 P.M.**

Seconded by Mrs. Catherine Stachura.

Motion carried unanimously.

The regular meeting of the Schiller Park Library was called back into session at 7:33 P.M. by the President, Mary Tedei.

PRESENT: Sandy Dybal, Carrie Jordan, Ron Joseph, Elizabeth Kaya, Catherine Stachura, Mary Tedei, Tina J. Setzer, Library Director and Laura Williams, Acting Recording Secretary.

ABSENT: None

NEW BUSINESS

Mr. Ronald Joseph **moved to approve the Acceptance of 4% salary increase for all staff excluding the Library Director, effective May 1, 2011.**

Seconded by Mrs. Carrie Jordan.

Motion carried unanimously.

Mrs. Catherine Stachura **moved to approve the Acceptance of the Annual FY2011-2012 Budget.**

Seconded by Mrs. Sandy Dybal.

Motion carried unanimously.

Mrs. Carrie Jordan **moved for adjournment at 7:35 P.M.**

Seconded by Mrs. Catherine Stachura.

Motion carried unanimously.

The next Library Board Meeting will be Thursday May 26, 2011 at 7 P.M. in the Lower Level of the Library.

Respectfully Submitted,

Sandy Dybal
Secretary