

Riverdale Public Library Monthly Meeting Agenda
Monday, February 13, 2006
7:00pm

1. Call to order
2. Roll Call
3. Approval of the minutes of the November 28, 2005 regular meeting*
4. Communications: Cancellation of December 12 meeting*; Tax forms are no longer free to the public*; Letter of interest in filling Trustee Gilmore's position from Stephen Forbes; Letter to President Richard-Bey from District 205; letter of thanks from the family of Mildred Pillow Grant; Trustee Workshop* Resignation letter from Secretary Horn*; article on libraries and business reference from *Star* and *Southtown**; Illinois Library Day* Article on Volunteer Mary Thillman*; Memorial donations honoring George Willey from Mary Thillman, Arlene Mallek, Adelle and Larry Swanson, Naomi Metro, Lois Powers, Clara and Frank Hoevel, Fran Kipley; Request for meeting notification by *Daily Southtown*
5. Treasurer's Report
 - Review the Financial Reports*
 - **Action item:** Ratify the Bills to be Paid from December 12, 2005*
 - **Action item:** Ratify the Bills to be Paid from January 9, 2006*
 - **Action item:** Approve Bills to be Paid for February 13, 2006*
6. Librarian's Report
 - Monthly Calendar* (3)
 - Statistical Report* (2)
 - Miscellaneous activities: Filing of Cook County Assessor's Office 2006 Exempt Affidavit; incident report on Virginia Woods, Kevin McGraw and Ori Caver/Kiante Nix; Letter to Cook County regarding the return of Precinct #46; Disaster Relief project #05-SCP-899 for the period Oct. – Dec. 2005; resignation information sent to Cook County and State Library regarding Trustee Gilmore; letter to Congressman Jackson regarding IRS forms; legislative alerts to Rep. Davis and Senator Meeks regarding HB4217 on annexing property to a district; Tax Rate Objections received for 2001, 2002, 2003; progress report letters to Rep. Davis, Senator Meeks and Sec. of State White; Filing with Cook County Ethics Department; article regarding tax assistance*
7. Reports of Committees and Officers
 - President Richard-Bey to appoint a committee to audit the Secretary's records

8. Unfinished Business

- Roof Truss update*
- **Action item:** select methodology to fill the term of Trustee Gilmore

9. New Business

- **Action Item:** Proposal to Audit by William A. Lau & Company
- **Action Item:** Revision to 3_15 Summary Plan Description of Employer-Provided Health/Wellness Plans*
- **Action Item:** Approve the changes to the Material Loan And Fee Chart*
- **Action Item:** Approve addition to Circulation/Customer Registration Policy*
- **Action Item:** Ratify the automatic update to 7_12 Salary Schedule 06/07*
- **Action item:** Adopt the Amended and Restated 457(b) Governmental Plan Document*
- **Action item:** Ratify the filing of the E-Rate Form 470 for annual reimbursement
- **Action Item:** Revision to 5_50 Overtime, Surplus & Compensatory Time*
- **Action Item:** Bid document for Underpinning work
- **Action Item:** Bid document for Carpeting/Tile Re-grouting
- **Action Item:** Budget Revision Proposal
- **Action item:** Accept letter of resignation from Trustee Horn with regret and enact the Resolution thanking Secretary Horn
- **Action Item:** Election of a Board Secretary

10. Announcements

- Library closed February 20, 2006 for President's Day
- Next Regular meeting Monday, March 13, 2006 at 7pm at the Library

11. Adjournment

*indicates attached items

If you need an accommodation for a disability for this meeting, please phone or write Arlene Mallek, Riverdale Library, 208 W. 144th Street, Riverdale, IL 60827, 708-841-3311 at least 5 working days prior to the event.