

REGULAR MEETING OF THE RIVERDALE PUBLIC LIBRARY DISTRICT

A Regular meeting of the Riverdale Public Library District Board of Trustees was called to order by President Burford at 7:11 P.M. on Monday, April 12, 2010 at the Riverdale Library.

ROLL CALL:

The roll was called as follows: Trustee Avant-Holloway, Present; Trustee Burns, Present; Trustee Freeman, Absent; Trustee Roberts, Present; Trustee Washington, Present; President Burford, Present. There was a quorum present to conduct business.

Also present were Adelle Swanson, Arlene Mallek, Barb Diehl, Brett Shelton, Francine Emerson, Alice Calabrese-Berry, and John Calabrese-Berry.

Alice Calabrese-Berry, MLS Executive Director, gave a presentation on "Steps Toward Hiring A New Library Director."

MINUTES:

The minutes from the regular meeting of Monday, March 8, 2010 were approved as distributed and placed on file for audit.

COMMUNICATIONS:

Butternut Tree named Official Tree of Riverdale; Reminder to the Village that we have received no response to our letters requesting fee waivers and parking dated February 10 and March 17, 2010; Message from the Mayor encouraging local hiring; Response from Trustee Shaun Freeman; LACONI Annual Trustee Banquet on Friday, May 7th; The Village Drum article; OCLC article; Donation in memory of Mary Ann Mehorczyk from Adelle and Larry Swanson.

Trustee Roberts MOVED That the Board approve the following expenses for reimbursement.

Loree Washington	Money Smart	April 16, 2010	Chicago
Loree Washington	Money Smart	April 19, 2010	Chicago
Loree Washington	LACONI	May 7, 2010	Wheaton

The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 1 Absent.

The Board directed Adelle Swanson to write Shaun Freeman about his continuing to serve on the Library Board.

Katrina Burns indicated she will bring a letter of resignation as Library Trustee to the May Library Board meeting.

TREASURER'S REPORT:

The treasurer's report was presented by Trustee Avant-Holloway and Mr. Shelton. Trustee Roberts MOVED That the Library pay bills in the amount of \$13,236.67. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 1 Absent. The bills will be paid and the report placed on file for audit.

LIBRARIAN'S REPORT:

The Librarian's report was presented by Adelle Swanson. The Librarian's report was accepted and placed on file for audit.

MISCELLANEOUS ACTIONS:

Ethics filings required by May 1, 2010 to Cook County; Certificate of Completion for Arlene Mallek for the Open Meetings Act; Letter to Congressman Jesse Jackson, Jr. regarding funding for libraries through LSTA for 2011; Letter to neighbors regarding roof project; Letter to ILA nominating Kathy McSwain for the Robert R. McClarren Legislative Development Award; one incident report.

REPORTS OF COMMITTEES AND OFFICERS:

There was discussion on the draft of the Mission Statement. The Reaching Forward Committee will meet on Friday, April 23, 2010 at 2:00 P.M. to review the Mission Statement and Draft 3 of the amplification of the Mission statement as prepared by the Staff

Trustee Washington distributed flyers and handouts for the upcoming Money Smart Week, April 19-24, 2010.

UNFINISHED BUSINESS:

The Library Board received only one written response regarding the open position on the Library Board. Trustee Avant-Holloway MOVED That the Board appoint Francine Emerson to fill the position of Library Trustee until April 30, 2011 following the Consolidated Election. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 1 Absent. Francine Emerson was appointed by the Library Board to fill the position of Library Trustee, sworn in as Trustee, and seated immediately on the Board.

There were only 6 people who were denied service to check out CD's and DVD's during the survey after changing the policy to restrict check outs during the final 15 minutes of service.

Trustee Avant-Holloway left the meeting at 8:50 P.M.

NEW BUSINESS:

Trustee Roberts MOVED That the Board adopt the environmental statement Envisioning Green as a planning document for the Riverdale Library Board of Trustees. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. The document will be added to the Library Policy Manual and will be reviewed annually in preparation of the annual budget.

Adelle Swanson was directed to look into a recycling program similar to Evergreen Park Library's program as a possible fund raiser.

NEW BUSINESS – CONT:

Trustee Washington MOVED That the Board approve purchasing one (1) HVAC unit to replace the hail-damaged unit during the roofing project rather than delaying the purchase to the 2010-2011 fiscal year. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. The unit will be purchased and installed during the roofing project. The \$16,480 proposal includes:

- Raise and replace existing HVAC unit with 1 new HVAC unit with needed couplings and curbing
- Raise 2nd existing HVAC unit, provide curbing and reinstall the same unit.

Katrina Burns left the meeting at 9:08 P.M.

Trustee Washington MOVED That the Board approve the revisions of the Materials Selection Policy. The motion was seconded and carried on a roll call vote 4 Ayes, 0 Nays, and 3 Absent. The Policy will be added to the Library Policy notebook and duplicated in the public copy of the Policy notebook.

Trustee Washington MOVED That the Board approve withdrawing the Polling Place policy from the Library Policy notebook. The motion was seconded and carried on a roll call vote of 4 Ayes, 0 Nays, and 3 Absent. Due to space consideration, the Library will no longer serve as a polling place.

As a result of looking at the calendar, it became apparent that there was uncertainty as to whether there would be a quorum for the May 10, 2010 meeting.

Trustee Washington MOVED That the May 10, 2010 meeting be rescheduled to Monday, May 17, 2010 at 7:30 P.M. The motion was seconded and carried on a roll call vote of 4 Ayes, 0 Nays, and 3 Absent. The meeting notice will be mailed to Trustees, posted in the Library, posted on the web site, and sent to the Village Clerk.

ANNOUNCEMENTS:

Next regular Board meeting on Monday, May 17, 2010 at 7:30 P.M.
Reaching Forward Committee on Friday, April 23, 2010 at 2:00 P.M.

ADJOURNMENT:

President Burford adjourned the meeting at 9:25 P.M.

Minutes – April 12, 2010

Trustee	Wash. Reimb.	Bills	Trustee Vacancy	Capita Grant	HVAC Replace.	Material Select.
Avant-Holloway	Aye	Aye	Aye	Absent	Absent	Absent
Burns	Aye	Aye	Aye	Aye	Aye	Absent
Emerson				Aye	Aye	Aye
Freeman	Absent	Absent	Absent	Absent	Absent	Absent
Roberts	Aye	Aye	Aye	Aye	Aye	Aye
Washington	Aye	Aye	Aye	Aye	Aye	Aye
Burford	Aye	Aye	Aye	Aye	Aye	Aye

Trustee	Polling Place	Meeting Change				
Avant-Holloway	Absent	Absent				
Burns	Absent	Absent				
Emerson	Aye	Aye				
Freeman	Absent	Absent				
Roberts	Aye	Aye				
Washington	Aye	Aye				
Burford	Aye	Aye				

SIGNED _____ DATE _____

Maurice Roberts, Secretary