

## 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 Richard-Bey at 7:00 P.M. on Monday, June 26, 2006 at the Riverdale Library.

### ROLL CALL:

The roll was called as follows: Trustee Avant-Holloway, Absent; Trustee Burford, Present; Trustee Burns, Absent; Trustee Forbes, Present; Trustee Foy, Present; Secretary Washington, Absent; President Richard-Bey, Present. There was a quorum present to conduct business.

Also in attendance were Adelle Swanson and Brett Shelton.

Trustees Burns and Washington arrived at 7:03 P.M.

### MINUTES:

The minutes of the meeting held June 12, 2006 were approved as revised, distributed and placed on file for audit.

### COMMUNICATIONS:

"Question of Balance" from Chicago Southland Business magazine; "Digital Divide" from Illinois Issues magazine; Memorial donation honoring Robert Lindquist from Naomi Metro.

### TREASURER'S REPORT:

The Treasurer's report was presented by Trustee Burford and Mr. Shelton. Trustee Forbes **MOVED** That the Library pay bills in the amount of \$4,473.91. The motion was seconded and carried on a roll call vote of 6 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 STAFF ACTIVITIES:

Annual confirmation of TALX Employment Services as our representative for matters concerning Unemployment Insurance; Draft copy and letter to attorney Ken Friker regarding Surveillance Video Policy; Press release announcing the appointment of William J. Foy, Jr. as Library Trustee; Review of Levy Edit Report and referral of new statute to attorney; Verification with State Farm that no riders nor certificates of indemnification are needed for the Macker Committee to use the Library Parking Lot.

### REPORTS OF COMMITTEES AND OFFICERS:

There were no reports.

### UNFINISHED BUSINESS:

Brett Shelton reported on Unused Sick Time Reimbursement Cost Analysis.

NEW BUSINESS:

Secretary Washington MOVED That the Secretary certify the Listing of currently serving Library Trustees. The motion was seconded and carried on a roll call vote of 6 Ayes, 0 Nays, and 1 Absent. The list will be filed with the State Annual Report (IPLAR).

Trustee Foy MOVED That the changes in the DVD policy be approved and become effective on July 1, 2006. The motion was seconded and carried on a roll call vote of 6 Ayes, 0 Nays, and 1 Absent. SWAN will be notified of the changes.

Trustee Foy MOVED That the revised Material Loan and Overdue Fee Chart policy be adopted and become effective July 1, 2006. The motion was seconded and carried on a roll call vote of 6 Ayes, 0 Nays, and 1 Absent. SWAN will be notified of the changes and the policy will be posted for the public.

Trustee Burford MOVED That the revised 5-36 Policies for Death, Funerals, Memorials be adopted by the Board as presented. The motion was seconded and carried on a roll call vote of 6 Ayes, 0 Nays, and 1 Absent. The policy will be updated in the Personnel Manual and distributed to Staff.

Trustee Burford MOVED That the proposed Working Budget for 2006-2007 with preliminary B&A/Levy figures including: 4% maximum salary increase; tuck pointing; purchase of a new cash register; purchase and installation of a new book drop; purchase of LCD monitors for public access computers; and purchase of back-up wireless access point, be approved. The motion was seconded and carried on a roll call vote of 6 ayes, 0 Nays, and 1 Absent. The Working Budget will be posted and implemented by Staff.

Secretary Washington MOVED That the Budget and Appropriation Public Hearing be set for Monday, August 14, 2006 at 6:45 P.M. at the Library. The motion was seconded and carried on a roll call vote of 6 Ayes, 0 Nays, and 1 Absent. The Hearing notice will be posted for the Public and published in the newspapers as required by law.

Trustee Burford MOVED That Trustees Forbes and Foy be appointed to perform the Audit of the Secretary on July 10, 2006 at 4:00 P.M. The motion was seconded and carried on a roll call vote of 6 Ayes, 0 Nays, and 1 Absent. The meeting will be posted for the Public and the newspapers will be notified.

Trustee Forbes MOVED That due to the two (2) regular meetings of the Library Board in June, the July 10, 2006 meeting be cancelled due to the lack of business. The motion was seconded and carried on a roll call vote of 6 Ayes, 0 Nays, and 1 Absent. The cancellation will be posted for the Public and the newspapers will be notified.



Minutes – June 26, 2006

ANNOUNCEMENTS:

Audit of Secretary, July 10, 2006 at 4:00 P.M. at the Library  
 Monday, July 10, 2006, Regular Board meeting cancelled  
 New Trustee Orientation will be held on Monday, July 10, 2006 at 4:00 P.M. at the Library  
 Budget and Appropriations Public Hearing, Monday, August 14, 2006, 6:45 P.M. at the Library  
 Regular Board Meeting, August 14, 2006, 7:00 P.M. at the Library

ADJOURNMENT:

President Richard-Bey adjourned the meeting at 7:50 P.M.

Trustee	Bills	Trustee Certif.	DVD Circ.	Fee Chart	5-36 Pol. Rev.	Working Budget
Avant-Holloway	Absent	Absent	Absent	Absent	Absent	Absent
Burford	Aye	Aye	Aye	Aye	Aye	Aye
Burns	Aye	Aye	Aye	Aye	Aye	Aye
Forbes	Aye	Aye	Aye	Aye	Aye	Aye
Foy	Aye	Aye	Aye	Aye	Aye	Aye
Washington	Aye	Aye	Aye	Aye	Aye	Aye
Richard-Bey	Aye	Aye	Aye	Aye	Aye	Aye

Trustee	B/A Hearing	Secy. Audit	Meeting Cancel.			
Avant-Holloway	Absent	Absent	Absent			
Burford	Aye	Aye	Aye			
Burns	Aye	Aye	Aye			
Forbes	Aye	Aye	Aye			
Foy	Aye	Aye	Aye			
Washington	Aye	Aye	Aye			
Richard-Bey	Aye	Aye	Aye			

SIGNED *Loree Washington* DATE *August 14, 2006*  
 Loree Washington, Secretary