

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 Vice- President Burford at 7:23 P.M. on Monday, May 8, 2006 at the Riverdale Library.

Sandy Schroeder, Volunteer Coordinator, presented recognition packets to the Trustees.

ROLL CALL:

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

Also in attendance were Adelle Swanson, Brett Shelton, and Barb Diehl.

MINUTES:

The minutes of the meeting held April 10, 2006 were approved as distributed and placed on file for audit.

COMMUNICATIONS:

Notice of Evaluation of the Librarian; Ethics Act verification; Closing notifications for Library Board and Investment Club; Memorial donation for Frank Hoevel from Clara Hoevel; Memorial donations press release; May 19th retirement banquet for Dor Fitzgerald and others from School District #148.

TREASURER'S REPORT:

The Treasurer's report was presented by Trustee Avant-Holloway and Mr. Shelton. Trustee Washington MOVED That the Library Board pay bills in the amount of \$9,103.57. 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 STAFF ACTIVITIES:

Letter of Intent for LSTA Bring in a Trainer; Local Records Commission Disposal; Chamber of Commerce contract reduced to \$1,250.00 due to cancellation of the Flea Market; Reference Fill Rate; Revised 05-SCP-899 Disaster Relief – Reconstruction of Wooden Truss system; Incident report on Christine Hopkins.

REPORTS OF COMMITTEES AND OFFICERS:

Secretary Washington MOVED That the report of the committee on the evaluation of the Administrative Librarian be accepted. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 1 Absent. The report will be placed in the Personnel File of Adelle Swanson.

Minutes – May 8, 2006

UNFINISHED BUSINESS:

Adelle Swanson gave a Building Update as follows: Letters to carpeting contractors regarding the award of bid; Contract for carpeting sent to attorney; Pre-carpeting meeting; Consultation with State Farm regarding placement of insured property; Hallett's certificate of Liability Insurance.

NEW BUSINESS:

Secretary Washington MOVED That the Notice of Privacy Practices be added to the HIPAA policy of the Library. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 1 Absent. The document will be placed in the HR files with other insurance documents.

Secretary Washington MOVED That Ordinance 2006-05 Annual Ordinance Authorizing Public Library Non-Resident Cards be adopted and that the cost of a card be \$125.00 per year. The motion was seconded and carried on a roll call vote of 5 ayes, 0 Nays, and 1 Absent. The Ordinance will be sent to Metropolitan Library System for posting.

Secretary Washington MOVED That the Board adopt Ordinance 2006-06 Calling the Regular Meetings of the Board of Trustees of the Riverdale Public Library District. The motion was seconded and carried on a roll call of 5 ayes, 0 Nays, and 1 Absent. The Ordinance will be posted and sent to the media on request.

Trustee Avant-Holloway MOVED That the AT & T pay telephone be removed from the lobby. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 1 Absent. Pace Telecommunications, Inc. will be contacted to install a pay telephone.

After a brief discussion of the cell phone policy, the consensus was that the current policy should remain without revision.

Trustee Avant-Holloway MOVED That the Board decline the request from Bernice Henry (Eve's) to share the Library Knox Box based on the recommendation of Fire Chief Greg Knoll. The motion was seconded and carried on a roll call vote of 5 ayes, 0 Nays, and 1 Absent. A letter will be sent to Ms. Henry conveying the Library Board's decision.

ANNOUNCEMENTS

Library will be closed May 15, 2006 for floor repairs and carpet replacement. Planned reopening on May 30, 2006.

Next regular meeting, June 12, 2006 at 7:00 P.M. at the Library.

ADJOURNMENT:

Vice-President Burford adjourned the meeting at 8:14 P.M.

Minutes – May 8, 2006

Trustee	Bills	Eval. Of Librn.	HIPAA Revise	Ordin. 2006-05	Ordin. 2006-06	Pay phone
Avant-Holloway	Aye	Aye	Aye	Aye	Aye	Aye
Burford	Aye	Aye	Aye	Aye	Aye	Aye
Burns	Aye	Aye	Aye	Aye	Aye	Aye
Forbes	Aye	Aye	Aye	Aye	Aye	Aye
Washington	Aye	Aye	Aye	Aye	Aye	Aye
Richard-Bey	Absent	Absent	Absent	Absent	Absent	Absent

Trustee	Knox Box					
Avant-Holloway	Aye					
Burford	Aye					
Burns	Aye					
Forbes	Aye					
Washington	Aye					
Richard-Bey	Absent					

SIGNED _____ DATE _____
 Loree Washington, Secretary

Trustee	Horn Term	IL Funds	Bank Signs	Libr. Close		
Avant-Holloway	Aye	Aye	Aye	Aye		
Burford	Aye	Aye	Aye	Aye		
Burns	Aye	Aye	Aye	Aye		
Forbes	Absent	Absent	Absent	Absent		
Washington	Aye	Aye	Aye	Aye		
Richard-Bey	Aye	Aye	Aye	Aye		

Trustee	Under. Work	Carpet, etc.	Budget Revision	Horn Resig.	Elect. Secy.	
Avant-Holloway	Aye	Aye	Aye	Nay	Aye	
Burford	Aye	Aye	Aye	Aye	Aye	
Burns	Aye	Aye	Aye	Aye	Aye	
Horn	Aye	Aye	Aye	Aye		
Washington	Aye	Aye	Aye	Aye	Aye	

Richard-Bey	Aye	Aye	Aye	Aye	Aye	
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SIGNED _____ DATE _____
Joyce E. Horn, Secretary

SPECIAL MEETING OF THE RIVERDALE PUBLIC LIBRARY DISTRICT

A special meeting of the Board of Directors of the Riverdale Public Library District was held on Monday, April 25, 2005 at 7:00 P.M.

The Library Board met as the Canvassing Board to verify the election results of April 5, 2005. Joyce E. Horn, Ray P. Gilmore, and Bill Burford were announced as winners. The signed report is attached.

Secretary Horn MOVED That Resolution 2005-4: Resolution To Determine Riverdale Public Library Financing For Roof Truss Reconstruction Project be adopted. The Resolution contains the following elements:

- 1 Specifies a 15 year Commercial Mortgage Loan for \$200,000.00 from Midwest Bank
- 2 Indicates that bid packets distributed by Wallin/Gomez are set for opening on Monday, May 9, 2005 at 2:00 P.M. The acceptance of the bid is set for May 16, 2005 at the regular Board meeting.

The motion was seconded and carried on a roll call vote of 6 Ayes, 0 Nays, and 1 Absent.

The meeting was adjourned at 7:20 P.M.

Trustee	Truss Loan					
Avant	Absent					
Burford	Aye					
Burns	Aye					
Gilmore	Aye					
Horn	Aye					
Washington	Aye					
Richard-Bey	Aye					

SIGNED _____ DATE _____

Joyce E. Horn, Secretary

