

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, May 21, 2007 at the Riverdale Library.

ROLL CALL:

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

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

MINUTES:

The minutes of the meeting held March 12, 2007 were approved as distributed and placed on file for audit.

Katrina Burns and Maurice Roberts were sworn in as Trustees of the Riverdale Public Library District for 6 year terms by Adelle Swanson, Administrative Librarian.

ELECTION OF OFFICERS:

President Richard-Bey asked for nominations for the office of President. Trustee Washington nominated Frances Richard-Bey for the office of President. The nomination was seconded by Trustee Burns. There were no other nominations for the office of President, so President Richard-Bey declared that the new President would be Frances Richard-Bey by acclamation.

President Richard-Bey asked for nominations for the office of Vice-President. President Richard-Bey nominated Bill Burford for the office of Vice-President. The nomination was seconded by Trustee Washington. There were no other nominations for the office of Vice-President, so President Richard-Bey declared that the new Vice-President would be Bill Burford by acclamation.

President Richard-Bey asked for nominations for the office of Secretary. Trustee Burford nominated Loree Washington for the office of Secretary. The nomination was seconded by Trustee Burns. There were no other nominations for the office of Secretary, so President Richard-Bey declared that the new Secretary would be Loree Washington by acclamation.

President Richard-Bey asked for nominations for the office of Treasurer. Trustee Washington nominated Steve Forbes for the office of Treasurer. The nomination was seconded by Trustee Burford. There were no other nominations for the office of Treasurer, so President Richard-Bey declared that the new Treasurer would be Steve Forbes by acclamation and upon receipt of his acceptance.

These new officers will serve until April 30, 2009

COMMUNICATIONS:

Per Capita Grant award in the amount of \$18,419.79; Memorial donations for Wilma Thomas from Deane Hawk, Wayne Smith family, Dick and Barb Hibbert, Mr. And Mrs. G. Van Valey, Jr. and Naomi Metro; Write-in Candidate information, MLS Board Nomination information, Intellectual Freedom Committee meetings, and a legislative alert on IL HB688 on tax caps; Super Trustee Meeting May 31, 2007; Memorial Donations for Sidney Eason from Clara Hoevel, Board and Staff of Riverdale Public Library, Brett and Janet Shelton, Adelle and Larry Swanson, and Arlene Mallek; Property Tax Appeal from ComEd (forwarded to attorney and District #148).

TREASURER'S REPORT:

The Treasurer's report was presented by Mr. Shelton. Secretary Washington MOVED That the payment for bills of April 9, 2007 in the amount of \$6,485.47 be ratified. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. The bills were paid and the report placed on file for audit.

Secretary Washington MOVED That the Library pay bills in the amount of \$5,002.68. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. The bills will be paid and 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:

Proposed meeting dates for FY2008; Legislative alert on IL HB1727 on internet filtering to Rep. Davis and Sen. Meeks; Revised copy of 5-43 Emergency Closings; 2008 Per Capita Grant requirements; Handout to computer lab users; Letter of support for Resource Center grant; Electronic Attendance at meetings; E-mail reference success; MLS Board Elections – (Trustee Washington has filed as a candidate); Election Canvassing deadline May 8, 2007; Press release on libraries and loss of internet; Letter to LIMRiCC/PHIP regarding the reduction in medical coverage; Declaration of Write-In candidates from County Clerk; Interpretation that the Governor's tax proposals do not reduce or change the personal property replacement tax; Letter of welcome to Maurice B. Roberts; Letter of support for Head Start; Chamber contract for service approved; Incident report regarding Natalia Lata.

REPORTS OF COMMITTEES AND OFFICERS:

Secretary Washington registered for LACONI Annual Trustee Dinner and ILA workshop on Defending Access with Confidence.

Certification of the April 17, 2007 election received.

Secretary Washington MOVED That the Evaluation of the Administrative Librarian be set for June 11, 2007 at 6:30 P.M. in the Administrative Office. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. The meeting will be posted, and the President, Vice-President, Secretary and Treasurer will receive evaluation materials prior to the meeting.

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

Trustee Burford MOVED That the proposed 1-11 New Employee Check-Off Form be adopted as revised indicating that Staff cards will not be provided to Employees not agreeing to garnishment statement for lost material. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. The policy will be placed in the Personnel Policy Manuals and will be distributed to all Staff.

Trustee Burford MOVED That the proposed 1-12 Return/Payment of Staff Materials or Orders policy be adopted as revised indicating that Personnel Policy Manuals are no longer to be returned and by adding a section to deal with money owed to the Library. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. The policy will be placed in the Personnel Policy Manuals and will be distributed to all Staff.

Secretary Washington MOVED That the proposed 7-50 Separation Form for the Riverdale Public Library District be approved as revised indicating that Personnel Manuals are no longer to be returned and by adding a section to deal with money owed to the Library. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. The Policy will be placed in the Personnel Policy Manuals and will be distributed to all Staff.

Trustee Roberts MOVED That the Board ratify the letter of support supplied to the Village of Riverdale for the renewal of the Riverdale Tax Increment Financing District (TIF 2). The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. A letter was sent to Springfield as part of the Village application.

Trustee Burford MOVED That the Board adopt Ordinance 2007-04 offering Public Library Non-Resident Services to Borrowers program, and THAT the cost of a Non-Resident Card remain at \$125. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. The Ordinance will be forwarded to the Metropolitan Library System for posting on their web site.

Secretary Washington MOVED That the Board approve the implementation of a Flexible Spending Account program to be administered through LIMRiCC/PHIP and authorize COBRA Source, Inc. to run F.S.A. checks as required to perform their responsibilities related to processing Riverdale Public Library's benefit program. This authorization will remain until revoked by Riverdale Public Library in writing. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. The account will be implemented as of July 1, 2007.

Secretary Washington MOVED That the Board adopt Ordinance 2007-5 Calling the Regular Meetings of the Board of Trustees of the Riverdale Public Library District be adopted. The motion was seconded and carried on a roll call vote of 5 ayes, 0 Nays, and 2 Absent. The Ordinance will be posted and forwarded to the Star and Daily Southtown newspapers as required by law.

Trustee Roberts MOVED That the Resolution to thank Susan Avant-Holloway for service on the Library Board of Trustees be adopted and become part of the permanent records of the Library. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. A copy of the Resolution will be mailed to Susan Avant-Holloway.

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NEW BUSINESS – CONTINUED:

The authorization of signatures on the banking accounts of the Library was delayed until the June 11, 2007 meeting

ANNOUNCEMENTS:

Orientation of new Trustees, Monday, June 4, 2007, 6:00 P.M. at the Library

Evaluation of Administrative Librarian, Monday, June 11, 2007, 6:30 P.M.

Next Regular Library Board meeting, Monday, June 11, 2007 at 7:00 P.M. at the Library

ADJOURNMENT:

President Richard-Bey adjourned the meeting at 8:35 P.M.

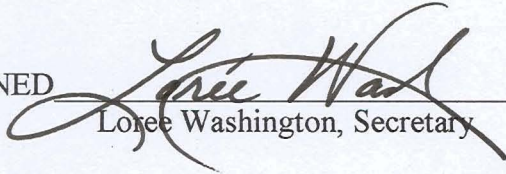
Trustee	Minutes	Election Officers	Bills – 4/9/07	Bills – 5/21/07	Eval. Libr.Date	Policy 1-11
Avant	Absent					
Burford	Aye	Aye	Aye	Aye	Aye	Aye
Burns	Aye	Aye	Aye	Aye	Aye	Aye
Forbes	Absent	Absent	Absent	Absent	Absent	Absent
Foy	Absent	Absent	Absent	Absent	Absent	Absent
Roberts		Aye	Aye	Aye	Aye	Aye
Washington	Aye	Aye	Aye	Aye	Aye	Aye
Richard-Bey	Aye	Aye	Aye	Aye	Aye	Aye

Trustee	Policy 1-12	Policy 7-50	Support Letter	Ord. 2007-04	Flex. Acct.	Ord. 2007-05
Burford	Aye	Aye	Aye	Aye	Aye	Aye
Burns	Aye	Aye	Aye	Aye	Aye	Aye
Forbes	Absent	Absent	Absent	Absent	Absent	Absent
Foy	Absent	Absent	Absent	Absent	Absent	Absent
Roberts	Aye	Aye	Aye	Aye	Aye	Aye
Washington	Aye	Aye	Aye	Aye	Aye	Aye
Richard-Bey	Aye	Aye	Aye	Aye	Aye	Aye

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Trustee	Resol.					
Burford	Aye					
Burns	Aye					
Forbes	Absent					
Foy	Absent					
Roberts	Aye					
Washington	Aye					
Richard-Bey	Aye					

SIGNED


Loree Washington, Secretary

DATE

06-11-07