

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF LIBRARY TRUSTEES  
OF THE VILLAGE OF NORTHBROOK  
Northbrook Public Library Civic Room  
June 18, 2009**

**CALL TO ORDER**

The regular meeting of the Board of Trustees was called to order at 7:30 p.m. by Ms. Conat.

**ROLL CALL**

The roll was called by Ms. Anna Amen.

**Trustees Present:** Ms. Sue Conat, Mr. Carlos Früm, Ms. Miriam Imrem, Mr. Marc Lonoff, Ms. Vera Mayer, Ms. Kathryn Plumb

**Trustees Absent:** Mr. Howard Peltz

**Staff Present:** Mr. Chadwick Raymond, Mr. Eric Robbins, Ms. Anna Amen

**Guests Present:** None

**APPROVAL OF AGENDA**

Approved as presented.

**MINUTES**

Ms. Plumb moved that the minutes of the Special Events Committee Meeting of May 14, 2009, be approved. Ms. Mayer seconded the motion. On voice vote, the Trustees serving on the Special Events Committee voted unanimously "aye".

Ms. Mayer moved that the minutes of the Regular Meeting of May 14, 2009, be approved. Ms. Plumb seconded the motion. On voice vote all Trustees voted "aye".

Ms. Plumb moved that the Executive Session minutes not be released. Ms. Mayer seconded the motion. On a roll call vote all Trustees voted "aye".

**PUBLIC COMMENTS**

None

**TREASURER'S REPORT**

Ms. Mayer drew attention to the financial report as exhibited in the Board packet.

The financial status of the library funds as of May 31, 2009 was as follows:

General Fund	\$3,847,576.72
Restricted	244,791.78
IMRF	165,004.95
FICA	116,659.05
Total General Fund	<u>\$4,374,032.50</u>
Checking	\$882,375.57
Savings/Money Market	563,157.34
Investments	981,981.75
Illinois Funds	1,945,722.84
Petty Cash	795.00
Total General Fund	<u>\$4,374,032.50</u>

Investments:

<b>Investment #</b>	<b>Amount</b>	<b>Maturity</b>	<b>Rate</b>
<b><u>General Fund</u></b>			
NB&T – 16047	50,000.00	6/12/09	1.540%
B of A – Gift CD	216,981.75	6/29/09	.9500%
NB&T – 16048	50,000.00	7/12/09	1.540%
NB&T – 16206	75,000.00	7/22/09	1.050%
NB&T – 16049	50,000.00	8/12/09	1.540%
Centrust - 2985	120,000.00	9/25/09	2.780%
NB&T – 16050	50,000.00	10/12/09	1.640%
NB&T – 16207	75,000.00	10/22/09	1.250%
Centrust - 2987	120,000.00	12/2/09	2.780%
NB&T – 16208	75,000.00	1/22/10	1.400%
NB&T – 16209	100,000.00	5/22/10	2.050%

**BILLS AND CHARGES**

Ms. Mayer moved to approve the following Bills and Charges for May 2009:

General Fund	
Library Claims List	\$187,921.75
Librarian’s Claims List	18,299.76
Payroll	231,259.00
IMRF/FICA	38,038.56
Transfer to Debt Service	11,497.31
<b>Total General Fund</b>	<b>\$487,016.38</b>
Capital Improvement Fund	
Claims List	\$33,049.40
Debt Service	
Interest Payment – wire transfer	\$105,324.35
<b>Total Library</b>	<b>\$625,390.13</b>

She also asked for approval of the following additional bills:

Library Account		
19286	American Express	\$1,950.11
19287	AT&T	\$1,231.64
19288	Limricc	\$2,500.00
19289	Veolia	\$701.90
19290	Village of Northbrook - Water	\$768.60
19291	Xerox	\$3,206.27

Mr. Lonoff seconded the motion.

On roll call vote, trustees voted:

“Aye”: Früm, Imrem, Lonoff, Mayer, Plumb, Conat

“Nay”: None

**FOUNDATION**

No report

**SPECIAL EVENTS COMMITTEE**

Ms. Plumb reported that the committee did not meet this month but plans to meet in July.

**LIBRARIAN’S REPORT**

Mr. Raymond had nothing to add to his report in the monthly packet and asked for questions. The Trustees asked about the 4<sup>th</sup> of July Parade Theme and the Library’s theme for the parade. The 4<sup>th</sup> of July Parade theme is “Northbrook Celebrates Freedom”. The Library’s Parade Theme is “Celebrate Freedom – Read a Banned Book”.

**UNFINISHED BUSINESS**

**Approve Banking Documents**

Ms. Amen reported that the signature cards from Glenview State Bank had arrived and need to be signed.

**NEW BUSINESS**

**Approve Recurring Financial Transfer for Health Insurance**

Ms. Plumb motioned to approve the wire transfer schedule as presented. Mr. Lonoff seconded the motion. On roll call vote, trustees voted:

“Aye”: Früm, Imrem, Lonoff, Mayer, Plumb, Conat

“Nay”: None

**Approve 2009 Prevailing Wage Rates**

Ms. Plumb moved to approve the 2009 prevailing wage resolution. Ms. Imrem seconded the motion. On a roll call vote, trustees voted:

“Aye”: Früm, Imrem, Lonoff, Mayer, Plumb, Conat

“Nay”: None

**Determine Need/Agenda/Date for Committee of the Whole Meeting**

Trustees decided that there was not a need for a Committee of the Whole Meeting later in June.

**ADJOURNMENT**

There being no further business to discuss, Mr. Früm moved to adjourn. Ms. Plumb seconded the motion. The meeting was adjourned at 7:48 p.m.

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Susan Conat, President

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Anna M. Amen, Recorder