

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF LIBRARY TRUSTEES
OF THE VILLAGE OF NORTHBROOK
Northbrook Public Library Civic Room
September 10, 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, Mr. Marc Lonoff, Ms. Vera Mayer,

Trustees Absent: Ms. Miriam Imrem, Mr. Howard Peltz, Ms. Kathryn Plumb

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

Guests Present: None

APPROVAL OF AGENDA

Approved as presented.

MINUTES

Mr. Früm moved that the minutes of the Regular Meeting of August 13, 2009, be approved. Ms. Mayer seconded the motion. On voice vote, the 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 August 31, 2009 was as follows:

General Fund	\$2,630,975.27
Restricted	243,834.04
IMRF	104,278.42
FICA	64,378.48
Total General Fund	<u>\$3,043,466.21</u>

Checking	\$1,592,051.36
Savings/Money Market	300,186.41
Investments	898,012.41
Illinois Funds	252,421.03
Petty Cash	795.00
Total General Fund	<u>\$3,043,466.21</u>

Investments:

<u>Investment #</u>	<u>Amount</u>	<u>Maturity</u>	<u>Rate</u>
<u>General Fund</u>			
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%
FB of HP – 10093	140,000.00	3/22/10	2.250%
GSB - 350320	218,012.41	1/3/10	1.050%
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 August 2009:

General Fund	
Library Claims List	\$114,388.10
Librarian’s Claims List	11,479.80
Payroll	240,167.28
IMRF/FICA	39,721.47
ACH to IPBC	31,631.12
Total General Fund	<u>\$437,387.77</u>
Capital Improvement Fund	
Claims List	<u>\$4,865.00</u>
Total Library	<u>\$442,252.77</u>

She also asked for approval of the following additional bills:

Library Account		
19421	Veolia	\$715.88
19422	Village of Northbrook, Water Department	\$1,142.40
19423	Xerox	\$9,471.61
19424	Wall Street Journal	\$698.00
19425	Dun & Bradstreet	\$1,971.50

Mr. Lonoff seconded the motion.

On roll call vote, trustees voted:

“Aye”: Früm, Lonoff, Mayer, Conat

“Nay”: None

SPECIAL EVENTS COMMITTEE

Ms. Conat reported that the committee did not meet this month and asked for a meeting to be scheduled on October 8th at 6:30.

FOUNDATION

Mr. Früm reported on the Foundation’s Financial Statements. Ms. Amen stated that the annual filings were complete and would be filed with the IRS and the Attorney General’s office prior to the due date.

LIBRARIAN’S REPORT

Mr. Raymond had nothing to add to his report in the monthly packet and asked for questions. Mr. Früm commented that the letter of appreciation from Paul Benjamin Linton is a wonderful example of the services that the Library provides for our community.

UNFINISHED BUSINESS

First Floor Improvements Planning

Mr. Raymond reported that after further consideration, the Library should have discussions with Mr. Poupard at the Village and update him on Library efforts for first floor improvements. This discussion will help the Library with the respective planning.

NEW BUSINESS

Approve FY 2010 Annual Illinois Per Capita Grant Application

Mr. Früm motioned to approve the FY 2010 Per Capita Grant Application. Ms. Mayer seconded the motion. On roll call vote, trustees voted:

“Aye”: Früm, Lonoff, Mayer, Conat

“Nay”: None

Discuss Comparable Wage Review

Ms. Conat referred to the wage analysis in the Board packet. The various positions were discussed and it was determined that our wages are commensurate with area libraries based upon data presented.

Discuss Development of 2009 Tax Levy

Various items were discussed and further discussion will take place at the October meeting.

Consider Rotary Wishing Well

Ms. Mayer explained the Rotary Spiral Wishing Well Program. Northbrook Rotary is exploring interest with various businesses in the community. The pros and cons of allowing organizations to fundraise in the Library were discussed. It was decided that the Library would not pursue this opportunity at this time.

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 September.

ADJOURNMENT

There being no further business to discuss, Mr. Früm moved to adjourn. Ms. Mayer seconded the motion. The meeting was adjourned at 8:30 p.m.

Susan Conat, President

Anna M. Amen, Recorder