

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF LIBRARY TRUSTEES
OF THE VILLAGE OF NORTHBROOK
Northbrook Public Library Civic Room
October 8, 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, Ms. Miriam Imrem, Mr. Marc Lonoff, Ms. Kathryn Plumb

Trustees Absent: Mr. Carlos Früm, Ms. Vera Mayer, Mr. Howard Peltz

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

Guests Present: None

APPROVAL OF AGENDA

Approved as presented.

MINUTES

Mr. Lonoff moved that the minutes of the Regular Meeting of September 10, 2009, be approved. Ms. Conat seconded the motion. On voice vote, the Trustees voted "aye", except Ms. Imrem and Ms. Plumb who abstained.

PUBLIC COMMENTS

None

TREASURER'S REPORT

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

The financial status of the library funds as of September 30, 2009 was as follows:

General Fund	\$2,249,648.99
Restricted	245,158.18
IMRF	83,606.99
FICA	47,321.01
Total General Fund	<u>\$2,625,735.17</u>

Checking	\$1,683,388.16
Savings/Money Market	150,293.43
Investments	778,012.41
Illinois Funds	13,246.17
Petty Cash	795.00
Total General Fund	<u>\$2,625,735.17</u>

Investments:

Investment #	Amount	Maturity	Rate
<u>General Fund</u>			
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. Conat moved to approve the following Bills and Charges for September 2009:

General Fund

Library Claims List	\$128,685.84
Librarian's Claims List	21,375.01
Payroll	234,483.08
IMRF/FICA	38,590.06
ACH to IPBC	31,631.12
Transfer to CIF	434.88
Total General Fund	<u>\$455,199.99</u>

Capital Improvement Fund

Debt Service Fund

Transfer to General Fund	<u>\$6,623.57</u>
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Total Library	<u><u>\$461,823.56</u></u>
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She also asked for approval of the following additional bills:

19456	Tom David	\$2,000.00
19457	Charlotte Sasset	\$500.00
19458	Dan Scott	\$1,000.00
19459	American Express	\$668.56
19460	Xerox	\$2,781.87
19461	Veolia	\$717.79

Ms. Plumb seconded the motion.

On roll call vote, trustees voted:

“Aye”: Imrem, Lonoff, Plumb, Conat

“Nay”: None

SPECIAL EVENTS COMMITTEE

Ms. Conat reported that the committee met this month and discussed the Staff Party on January 29, 2010. She passed around a letter from the staff thanking the Trustees for the treats during Staff Appreciation Week.

FOUNDATION

No report

LIBRARIAN'S REPORT

Mr. Raymond had nothing to add to his report in the monthly packet and asked for questions. Ms. Plumb encouraged fellow Trustees to attend the PLA Conference in March, 2010.

UNFINISHED BUSINESS

Determine 2009 Tax Levies

Mr. Raymond referred to the information in the packet. He commented on the Library's healthy fund balance and the decrease in interest income that has been projected for FY 2011. Trustees discussed the levy and the building replacement schedule. Additional information was requested for the November meeting.

NEW BUSINESS

Discuss/Approve Snow Removal Arrangements

Ms. Conat referred to the memo in the packet regarding the snow removal options. The Trustees discussed the seasonal and per push options. Ms. Imrem motioned to approve a three year contract with Snow Systems; for the first year of the contract the Library will enter into a seasonal agreement – the remaining years will be decided at the end of FY 2010. Ms. Plumb seconded the motion. On roll call vote, trustees voted:

“Aye”: Imrem, Lonoff, Plumb, Conat

“Nay”: None

Review/Approve Revised Non-Resident Library Card Calculation

Ms. Conat reviewed the memo in the packet regarding the non-resident card calculation. The Trustees discussed the options and determined that using the taxable equalized assessed valuation was the fairest option. Mr. Lonoff moved to approve using the taxable equalized assessed property value to calculate non-resident card fees, effective August 15, 2009. On roll call vote, trustees voted:

“Aye”: Imrem, Lonoff, Plumb, Conat

“Nay”: None

Review/Approve Website Vendor Bid(s)

No discussion took place regarding this topic because the necessary information was not available. Trustees agreed that a special meeting could be scheduled, if necessary, when action is needed. Mr. Raymond commented that he has learned that other taxing bodies are updating their websites at this time.

Approve LIMRiCC (Insurance) Intergovernmental Agreement

Ms. Conat referred to the letter from Scott Remmenga asking the Board to review amendments to the LIMRiCC By-Laws. Mr. Lonoff motioned to approve the proposed amendments to the LIMRiCC By-Laws and Intergovernmental Agreements as described in LIMRiCC's letter to the Library dated September 23, 2009 and fully set forth in the Final Draft By-laws and Intergovernmental Agreement for the Unemployment Compensation Program and the Joint Self-Insurance Program of which the Library is a member. Ms. Plumb seconded the motion. On roll call vote, trustees voted:

“Aye”: Imrem, Lonoff, Plumb, Conat

“Nay”: None

Consider/Approve Concrete Repair/Replacement (Near Book Drops)

Mr. Raymond discussed with the Trustees his desire to obtain options and associated costs to repair the concrete area on the west side of the building near the book drops. The Trustees approved Mr. Raymond's request to obtain information on repairing the concrete.

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 October.

ADJOURNMENT

There being no further business to discuss, Ms. Plumb moved to adjourn. Mr. Lonoff seconded the motion. The meeting was adjourned at 8:10 p.m.

Susan Conat, President

Anna M. Amen, Recorder