

MINUTES OF THE BOARD OF LIBRARY TRUSTEES
OF THE VILLAGE OF HINSDALE
April 22, 2008

President Lastres called the meeting of the Board of Trustees of the Hinsdale Public Library to order in the Meeting Room, Library Lower Level at 7:09 p.m. on Tuesday, April 22, 2008.

Present: Ms. Susan Nedza-Lastres, President; Mr. Bob Shutack, Vice President; Mr. Bob Patterson, Treasurer; Mr. Jack Fredrickson, Secretary; Mr. Jeff Finlay, Trustee; Ms. Johanna Delaney, Trustee; Ms. Mary Foster, Trustee

Also Present: Ms. Lynn Elam, Executive Director; Ms. Tiffany Auxier, Assistant Director; Mr. Phil Wade, Morris Wade Associates

**ON A MOTION BY JEFF FINLAY AND SECONDED BY JACK FREDRICKSON, THE
CONSENT AGENDA WAS APPROVED.**

CITIZENS' COMMENTS

None

EXECUTIVE DIRECTOR'S REPORT

Director Elam took questions on her written report. She informed trustees that the library received the annual per capita grant award in the amount of \$21,719.96. The Department of Commerce and Economic Awareness Grant is available once again to the library and will be used to upgrade computer equipment. Approximately 1,000 patrons visited the library during National Library Week. The teen film festival was a great success. Trustee Shutack complimented staff on a job well done at the Open House.

PRESIDENT'S REPORT

President Nedza-Lastres read a letter from Hinsdale resident Chad Jefferson complimenting the library renovation. He's interested in researching the history of the library. She reported that with Assistant Director Auxier's help, her daughter collected 700 books for St. Isaac's book drive.

TREASURER'S REPORT

No questions.

COMMITTEE REPORTS

A. Facilities

1. Project Status

Phil Wade informed the Board that they are in the process of finishing up the punch list and going over the as built drawings.

2. Budget Update

Final invoices are being submitted and reviewed.

3. HVAC

The process of selecting the HVAC engineering firm was explained to the board by Vice-President Shutack. The facilities committee met the following Friday after interviewing three firms and is recommending CS2.

B. Finance & Personnel

No report.

C. Library Policies

The committee is reviewing the library's bylaws. Copies of the meeting room policy were distributed to trustees who are to review the proposed amendment for discussion and approval this at the May board meeting.

D. Foundation

There was no meeting since the planning of the grand reopening. Dining on the Avenue will be their next big function.

E. Friends

There is a meeting next week.

UNFINISHED BUSINESS

A. FY08-09 Operating Budget

ON A MOTION BY JEFF FINLAY AND SECONDED BY BOB SHUTACK, THE FY 08-09 BUDGET WAS APPROVED.

B. Hinsdale Public Library Salary Schedule

ON A MOTION BY JOHANNA DELANEY AND SECONDED BY JACK FREDRICKSON, THE FY 08-09 SALARY SCHEDULE WAS APPROVED.

NEW BUSINESS

A. HVAC Engineer Proposal

ON A MOTION BY JEFF FINLAY AND SECONDED BY BOB PATTERSON, THE DECISION TO AWARD THE HVAC ENGINEER CONTRACT TO CS2 DESIGN GROUP WAS APPROVED.

B. Executive Session Minutes Semi-Annual Review

ON A MOTION BY JACK FREDRICKSON AND SECONDED BY BOB SHUTACK, THE EXECUTIVE SESSION MINUTES WILL REMAIN CLOSED.

C. Gift Recognition Statement

The board was shown two examples of a gift recognition statement that will be hung in the library entrance. They selected one with the exception that the logo be resized.

CITIZEN'S COMMENTS

None

ADJOURNMENT

ON A MOTION BY BOB SHUTACK AND SECONDED BY JACK FREDRICKSON, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE REGULAR BOARD MEETING OF THE HINSDALE PUBLIC LIBRARY AT 8:20 P.M.

Respectfully submitted by Nancy Marvan,

Jack Fredrickson, Secretary

SCHEDULE OF UPCOMING MEETINGS/EVENTS:

Bylaws Review Ad-Hoc Committee	April 2	10:00am
Policy Committee	April 2	11:00am
Village of Hinsdale Family Fun Festival	April 6	1:00pm
Hinsdale Public Library Foundation	April 9	7:00pm
Facilities Committee	April 11	12:30pm
Honoring Our Donors Reception	April 12	6:00pm
Library Open House	April 13	1:00pm
Library Board Meeting	April 22	7:00 pm
Joint Meeting Hinsdale Public Library Board of Trustees and Friends of Hinsdale Library	April 29	7:00pm