

**Bridgeview Public Library  
Special Library Board Meeting  
BOARD MEETING**

**AGENDA**

**January 4, 2010.**

**6:00 p.m.**

- 1. Call to order at 6:00 by President Jaguszewski**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of agenda**
- 5. Unfinished Business**
  - A. Address/Approve Budget**
- 5. Closed Session –Discussion of Personnel**
- 6. Adjournment...**

**Bridgeview Public Library**  
**Regular Library Board Meeting**  
**BOARD MEETING**  
**AGENDA**  
**January 11, 2010**

- 1. Call to order at 7:00 by President Jaguszewski**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of agenda**
- 5. Approval of Minutes of Regular Meeting of December 14, 2009**
- 6. Approval of Minutes of Closed Session Meeting of December 14, 2009**
- 7. Approval of Minutes of Special Meeting of December 14, 2009**
- 8. Approval of Minutes of Special Meeting Closed Session of December 14, 2009**
- 9. Approval of Minutes of Special Meeting of January 4, 2010**
- 10. Approval of Minutes of Closed Session Meeting of January 4, 2010**
- 11. Motion to Approve the 4 Consent Agenda Items as Listed:**
  - A. Approval of Treasurer's Report ...December 2009**
  - B. Prepaid Bills in the Amount of \$33,521.51**
  - C. Bills in the Amount of \$44361.87**
  - D. Transfer of Funds in the Amount of \$100,000.00**
- 12. Director's Report**
- 13. Attorney's Report**
- 14. Committee Report**
  - A. Finance**
  - B. Policy/By-Laws**
- 15. Unfinished Business**
  - A. Address Roof Leaks**
  - B. Address/Approve 2010 Budget**
- 16. New Business**
  - A. Address/Approve Meeting Room Policy**
  - B. Address/Approve Trustee Forum 2010 Workshop**
  - C. Address/Approve Quarterly Finance Discussions**
  - D. Address/Approve Time Clocks**
- 17. Items for the next agenda**
- 18. Closed Session (if Necessary)**
- 19. Adjournment...**

**Bridgeview Public Library**  
**Regular Library Board Meeting**  
**BOARD MEETING**  
**AGENDA**  
**February 8, 2010**

- 1. Call to order at 7:00 by President Jaguszewski**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of agenda**
- 5. Presentation by Jeff Bishop**
- 6. Approval of Minutes of Regular Meeting of January 11, 2010**
- 7. Approval of Minutes of Closed Session Meeting of January 11, 2010**
- 8. Motion to Approve the 4 Consent Agenda Items as Listed:**
  - A. Approval of Treasurer's Report ...January 2010**
  - B. Prepaid Bills in the Amount of \$7,580.11**
  - C. Bills in the Amount of \$90,939.03**
  - D. Transfer of Funds in the Amount of \$50,000.00**
- 9. Director's Report**
- 10. Attorney's Report**
- 11. Committee Report**
  - A. Finance**
  - B. Policy/By-Laws**
- 12. Unfinished Business**
  - A. Address Roof Leaks**
- 13. New Business**
  - A. Address/Approve Meeting Room Policy**
  - B. Address/Approve a In-service Day in April**
  - C. Address/Approve Time Clocks**
  - D. Address/Approve Sick Leave Policy**
  - E. Address/Approve Progressive Discipline Policy**
  - F. Address/Approve Grievance/Problem Policy**
  - G. Address/Approve memberships in ILA and ALA for Board Members**
  - H. Appoint a OMA Officer**
- 14. Items for the next agenda**
- 15. Closed Session – Review Closed Session Minutes**
- 16. Adjournment...**

**Bridgeview Public Library  
Regular Library Board Meeting  
BOARD MEETING**

**AGENDA  
March 8, 2010**

- 1. Call to order at 7:00 by President Jaguszewski**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of agenda**
- 5. Honor Staff for Years of Service-Margaret Friel 5yrs, Lori Kinzel 10 yrs, Marie Kregul 20 yrs.**
- 6. Approval of Minutes of Regular Meeting of February 8 , 2010**
- 7. Approval of Minutes of Closed Session Meeting of February 8,2010**
- 8. Approval of Minutes of Closed Session Meeting of January 11, 2010**
- 9. Approval of Special Meeting Closed Minutes of January 4, 2010**
- 10. Motion to Approve the 4 Consent Agenda Items as Listed:**
  - A. Approval of Treasurer's Report ...February 2010**
  - B. Prepaid Bills in the Amount of \$4,908.13**
  - C. Bills in the Amount of \$ 58,995.72**
  - D. Transfer of Funds in the Amount of \$ 90,000.00**
- 11. Director's Report**
- 12. Attorney's Report**
- 13. Committee Report**
  - A. Finance**
  - B. Policy/By-Laws**
- 14. Unfinished Business**
  - A. Roof Leaks**
  - B. Meeting Room Policy**
  - C. Photo/Video Policy**
- 15. New Business**
  - A. Progressive Discipline Policy**
  - B. Discussion of Final Budget**
  - C. Update Policies Book**
- 16. Items for the next agenda**
- 17. Closed Session – Review Closed Session Minutes, Personnel, Litigation**
- 18. Adjournment...**

**Bridgeview Public Library  
Special Library Board Meeting  
BOARD MEETING  
AGENDA  
April 12, 2010**

- 1. Call to order at 6:00 by President Jaguszewski**
- 2. Roll Call**
- 3. Approval of agenda**
- 4. New Business**
  - A. Review Policy Handbook**
- 5. Adjournment...**

**Bridgeview Public Library  
Regular Library Board Meeting  
BOARD MEETING  
AGENDA  
April 12, 2010**

- 1. Call to order at 7:00 by President Jaguszewski**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of agenda**
- 5. Approval of Minutes of Regular Meeting of March 8 , 2010**
- 6. Approval of Minutes of Closed Session Meeting of March 8,2010**
- 7. Motion to Approve the 4 Consent Agenda Items as Listed:**
  - A. Approval of Treasurer's Report ...March 2010**
  - B. Prepaid Bills in the Amount of \$7,949.59**
  - C. Bills in the Amount of \$51,899.40**
  - D. Transfer of Funds in the Amount of \$110,000.00**
- 8. Director's Report**
- 9. Attorney's Report**
- 10. Committee Report**
  - A. Finance**
  - B. Policy/By-Laws**
- 11. Unfinished Business**
  - A. Roof Leaks**
  - B. Data Base Purchase**
  - C. Progressive Discipline Policy**
- 12. New Business**
  - A. Amended Budget for 2010**
  - B. Quarterly Budget Review**
  - C. Chain of Command**
  - D. Review of Grievance Procedure**
  - E. Blackout Seal Coating**
- 13. Items for the next agenda**
- 14. Closed Session (if necessary)**
- 15. Adjournment...**

**Bridgeview Public Library**  
**Regular Library Board Meeting**  
**BOARD MEETING**  
**AGENDA**  
**May 10, 2010**

- 1. Call to order at 7:00 by President Jaguszewski**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of agenda**
- 5. Presentation by Joe Kroc – Bridgeview Bank Group**
- 6. Approval of Minutes of Regular Meeting of April 12, 2010**
- 7. Approval of Minutes of Closed Session Meeting of April 12, 2010**
- 8. Motion to Approve the 4 Consent Agenda Items as Listed:**
  - A. Approval of Treasurer’s Report ...April 2010**
  - B. Prepaid Bills in the Amount of \$7,347.78**
  - C. Bills in the Amount of \$42,274.68**
  - D. Transfer of Funds in the Amount of \$ 80,000.00**
- 9. Director’s Report**
- 10. Attorney’s Report**
- 11. Committee Report**
  - A. Finance**
  - B. Policy/By-Laws**
- 12. Unfinished Business**
  - A. Roof Leaks**
  - B. Data Base Purchase**
  - C. Progressive Discipline Policy**
- 13. New Business**
  - A. Quarterly Budget Review**
  - B. IPLAR**
  - C. Chain of Command**
  - D. Review of Grievance Procedure**
  - E. Review Chapter 11 System & ILLINET Membership Responsibilities (Per Capita)**
  - F. Review Chapter 6 Access (Per Capita)**
  - G. Nominations for Board Officers**
  - H. Vote for Board Officers**
- 14. Items for the next agenda**
- 15. Closed Session (if necessary)**
- 16. Adjournment...**

**Bridgeview Public Library  
Regular Library Board Meeting  
BOARD MEETING  
AGENDA  
June 14, 2010**

- 1. Call to order at 7:00 by President Jaguszewski**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of agenda**
- 5. Approval of Minutes of Regular Meeting of May 10, 2010**
- 6. Approval of Minutes of Closed Session Meeting of May 10, 2010**
- 7. Motion to Approve the 4 Consent Agenda Items as Listed:**
  - A. Approval of Treasurer's Report ...May 2010**
  - B. Prepaid Bills in the Amount of \$4,294.06**
  - C. Bills in the Amount of \$60,237.62**
  - D. Transfer of Funds in the Amount of \$90,000.00**
- 8. Directors Report**
- 9. Attorney's Report**
- 10. Committee Report**
  - A. Finance**
  - B. Policy/By-Laws**
- 11. Unfinished Business**
  - A. Roof Leaks**
  - B. American Appraisal**
  - C. Chain of Command**
  - D. Complaint Procedure**
  - E. Progressive Discipline Policy**
- 12. New Business**
  - A. Review Chapter 1 Core Standards(Per Capita)**
  - B. Review Chapter 2 Governance and Administration (Per Capita)**
- 13. Items for the next agenda**
- 14. Closed Session (if necessary)**
- 15. Adjournment...**



**Bridgeview Public Library  
Regular Library Board Meeting  
BOARD MEETING**

**AGENDA**

**July 12, 2010**

- 1. Call to order at 7:00 by President Jaguszewski**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of agenda**
- 5. Approval of Minutes of Regular Meeting of June 14, 2010**
- 6. Motion to Approve the 4 Consent Agenda Items as Listed:**
  - A. Approval of Treasurer's Report ...June 2010**
  - B. Prepaid Bills in the Amount of \$4,549.89**
  - C. Bills in the Amount of \$ 19,801.26**
  - D. Transfer of Funds in the Amount of \$ 60,000.00**
- 7. Directors Report**
- 8. Attorney's Report**
- 9. Committee Report**
  - A. Finance**
  - B. Policy/By-Laws**
- 10. Unfinished Business**
  - A. Roof Leaks**
  - B. Chain of Command**
- 11. New Business**
  - A. Review Chapter 7 Collection Management and Resource Sharing (Per Capita)**
  - B. Review Chapter 8 Public Services: Reference and Reader's Advisory Services (Per Capita)**
  - C. Review Chapter 10 Marketing, Promotion, and Collaboration(Per Capita)**
  - D. SWAN Resolutions**
  - E. Line of Credit from Bridgeview Bank**
- 12. Items for the next agenda**
- 13. Closed Session (if necessary)**
- 14. Adjournment...**

**Bridgeview Public Library**  
**Policy Meeting**  
**AGENDA**  
**July 29, 2010**

- 1. Call to order**
- 2. New Business**
  - A. Progressive Discipline Policy**
  - B. Relatives of Board/Staff Members**
  - C. Appearance Guidelines**
  - D. Children of Employees**
- 3 Adjournment...**

**Bridgeview Public Library  
Regular Library Board Meeting  
BOARD MEETING  
AGENDA  
August 9, 2010**

- 1. Call to order at 7:00 by President Jaguszewski**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of agenda**
- 5. Approval of Minutes of Regular Meeting of July 12, 2010**
- 6. Motion to Approve the 4 Consent Agenda Items as Listed:**
  - A. Approval of Treasurer's Report ...July 2010**
  - B. Prepaid Bills in the Amount of \$5,156.10**
  - C. Bills in the Amount of \$ 18,463.32**
  - D. Transfer of Funds in the Amount of \$60,000.00**
- 7. Presentation by Chris Sebuck Head of Reference**
- 8. Directors Report**
- 9. Attorney's Report**
- 10. Committee Report**
  - A. Finance**
  - B. Policy/By-Laws**
- 11. Unfinished Business**
  - A. Roof Leaks**
  - B. Line of Credit from Bridgeview Bank**
- 12. New Business**
  - A. Review Chapter 4 Facilities (Per Capita)**
  - B. Review Chapter 5 Technology (Per Capita)**
  - C. Review Chapter 9 Programming (Per Capita)**
  - D. Children of Employees**
  - E. Relatives of Board/Staff Members**
  - F. Early Voting**
  - G. Bids for Flood Damage**
  - H. Director Evaluation**
- 13. Items for the next agenda**
- 14. Closed Session (if necessary)**
- 15. Adjournment...**

**Bridgeview Public Library  
Finance Committee Meeting  
AGENDA  
August 9, 2010**

- 1. Call to order at 6:30 by Gary Lewis**
- 2. Roll Call**
- 3. New Business**
  - A. Flood Damage**
  - B. 2011 Library Budget**
- 4. Adjournment...**

**Bridgeview Public Library  
Policy Meeting  
AGENDA  
August 12, 2010**

- 1. Call to order at 10:30**
- 2. New Business**
- 3. Old Business**
  - A. Progressive Discipline Policy**
  - B. C. Appearance Guidelines**
- 3 Adjournment...**

**Bridgeview Public Library**  
**Regular Library Board Meeting**  
**BOARD MEETING**  
**AGENDA**  
**September 13, 2010**

- 1. Call to order at 7:00 by President Jaguszewski**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of agenda**
- 5. Presentation by Guy Blaszak – Heil & Heil Insurance**
- 6. Approval of Minutes of Regular Meeting of August 9, 2010**
- 7. Approval of Minutes of Closed Session Meeting of August 9, 2010**
- 8. Motion to Approve the 4 Consent Agenda Items as Listed:**
  - A. Approval of Treasurer’s Report ...August 2010**
  - B. Prepaid Bills in the Amount of \$4,154.90**
  - C. Bills in the Amount of \$21,861.07**
  - D. Transfer of Funds in the Amount of \$ 60,000.00**
- 9. Directors Report**
- 10. Attorney’s Report**
- 11. Committee Report**
  - A. Finance**
  - B. Policy/By-Laws**
- 12. Unfinished Business**
  - A. Roof Leaks**
  - B. Relatives of Board/Staff Members**
  - C. Bids for Flood Damage**
  - D. Director Evaluation**
- 13. New Business**
  - A. Review Chapter 3 Personnel (Per Capita)**
  - B. In Service Day – November 12**
  - C. Payment for Service Master**
  - D. Library Staff Internet Policy**
  - E. Dress Code**
  - F. Progressive Discipline**
  - G. Tax Anticipation Warrant**
  - H. Bid for Replacement of Ejector Pumps & Piping**
- 14. Items for the next agenda**
- 15. Closed Session (if necessary)**
- 16. Adjournment...**

**Bridgeview Public Library  
Finance Committee Meeting  
AGENDA  
September 13, 2010**

- 1. Call to order at 6:30 by Gary Lewis**
- 2. Roll Call**
- 3. New Business**
  - B. 2011 Library Budget**
- 4. Adjournment...**

**Bridgeview Public Library**  
**Policy Meeting**  
**AGENDA**  
**September 14, 2010**

- 1. Call to order**
- 2. Unfinished Business**
  - A. Relatives of Board/Staff Members**
- 3. New Business**
  - A. Holiday Policy**
- 4. Adjournment...**



**Bridgeview Public Library**  
**Regular Library Board Meeting**  
**BOARD MEETING**  
**AGENDA**  
**October 18, 2010**

- 1. Call to order at 7:00 by President Jaguszewski**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of agenda**
- 5. Presentation by Greg Ech – Beneficial Insurance**
- 6. Approval of Minutes of Regular Meeting of September 13, 2010**
- 7. Approval of Minutes of Closed Session Meeting of September 13, 2010**
- 8. Approval of Minutes of Policy Committee of July 29, 2010**
- 9. Approval of Minutes of Policy Committee of August 12, 2010**
- 10. Approval of Minutes of Policy Committee of September 14, 2010**
- 11. Motion to Approve the 4 Consent Agenda Items as Listed:**
  - A. Approval of Treasurer’s Report ...September 2010**
  - B. Prepaid Bills in the Amount of \$9,545.33**
  - C. Bills in the Amount of \$10,513.82**
  - D. Transfer of Funds in the Amount of \$ 57,200.00**
- 12. Directors Report**
- 13. Attorney’s Report**
- 14. Committee Report**
  - A. Finance**
  - B. Policy/By-Laws**
- 15. Unfinished Business**
  - A. Roof Leaks**
  - B. Tax Anticipation Warrant**
  - C. 2011 Budget**
  - D. Relatives of Board/Staff Members**
  - E. Quotes for Flood Damage**
  - F. Director Evaluation**
- 16. New Business**
  - A. Holiday Policy**
  - B. 2011 Holiday**
  - C. General Obligation Debt Certificates, Series 2010**
  - D. Health Insurance**
- 17. Items for the next agenda**
- 18. Closed Session (if necessary)**
- 19. Adjournment...**

**Bridgeview Public Library**  
**Regular Library Board Meeting**  
**BOARD MEETING**  
**AGENDA**  
**November 8, 2010**

- 1. Call to order at 7:00 by President Jaguszewski**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of agenda**
- 5. Approval of Minutes of Regular Meeting of October 18, 2010**
- 6. Approval of Minutes of Closed Session Meeting of October 18, 2010**
- 7. Motion to Approve the 4 Consent Agenda Items as Listed:**
  - A. Approval of Treasurer's Report ...October 2010**
  - B. Prepaid Bills in the Amount of \$9,005.43**
  - C. Bills in the Amount of \$19,811.22**
  - D. Transfer of Funds in the Amount of \$ 15,000.00**
- 8. Directors Report**
- 9. Attorney's Report**
- 10. Committee Report**
  - A. Finance**
  - B. Policy/By-Laws**
- 11. Unfinished Business**
  - A. Roof Leaks**
  - B. 2011 Budget**
  - C. Quotes for Flood Damage**
  - D. Director Evaluation**
- 12. New Business**
  - A. 2011 Holidays (Revised)**
  - B. Resignation Policy**
  - C. Librarian-in-Charge Policy**
  - D. Salary Range for Head of Youth Services**
  - E. Intergovernmental Agreement with Village**
- 13. Items for the next agenda**
- 14. Closed Session (if necessary)**
- 15. Adjournment...**

**Bridgeview Public Library  
Finance Committee Meeting**

**AGENDA**

**November 8, 2010**

- 1. Call to order at 6:00 by Gary Lewis**
- 2. Roll Call**
- 3. New Business**
- 4. Old Business**
  - B. 2011 Library Budget**
- 5. Adjournment...**

**Bridgeview Public Library**  
**Policy Meeting**  
**AGENDA**  
**November 11, 2010**

- 1. Call to order**
- 2. Unfinished Business**
- 3. New Business**
  - A. Resignation Policy**
  - B. Librarian-in-Charge Policy**
  - C. Work Schedules Policy**
  - D. Emergency Closing Policy**
  - E. Insurance Policy**
- 4. Adjournment...**

**Bridgeview Public Library  
Special Library Board Meeting  
BOARD MEETING  
AGENDA  
November 22, 2010**

- 1. Call to order at 6:00 by President Jaguszewski**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of agenda**
- 5. Unfinished Business**
  - A. Budget**
- 6. New Business**
  - A. Purchase of Property**
  - B. Bond**
- 7. Items for the next agenda**
- 8. Closed Session (if necessary)**
- 9. Adjournment...**

**Bridgeview Public Library**  
**Regular Library Board Meeting**  
**BOARD MEETING**  
**AGENDA**  
**December 13, 2010**

1. Call to order at 7:00 by President Jaguszewski
2. Roll Call
3. Pledge of Allegiance
4. Approval of agenda
5. Approval of Minutes of Regular Meeting of November 8, 2010
6. Approval of Minutes of Closed Session Meeting of November 8, 2010
7. Approval of Minutes of Special Board Meeting of November 22, 2010
8. Accept Minutes of Policy Committee Meeting of November 3, 2010
9. Accept Minutes of Policy Committee Meeting of November 11, 2010
10. Accept Minutes of Finance Committee Meeting of August 9, 2010
11. Accept Minutes of Finance Committee Meeting of September 13, 2010
12. Accept Minutes of Finance Committee Meeting of November 8, 2010
13. Motion to Approve the 4 Consent Agenda Items as Listed:
  - A. Approval of Treasurer's Report ...November 2010
  - B. Prepaid Bills in the Amount of \$5,630.81
  - C. Bills in the Amount of \$21,455.49
  - D. Transfer of Funds in the Amount of \$ 60,000.00
14. Directors Report
15. Attorney's Report
16. Committee Report
  - A. Finance
  - B. Policy/By-Laws
17. Unfinished Business
  - A. Roof Leaks
  - B. Staff Raises
  - C. 2011 Budget
  - D. Debt Certificates (Bond)
  - E. Land Acquisition
  - F. Quotes for Flood Damage
  - G. Director Evaluation
18. New Business
  - A. Emergency Closing Policy
  - B. Insurance Policy
  - C. Time Clocks
  - D. Intergovernmental Agreement with Village
19. Items for the next agenda
20. Closed Session (if necessary)
21. Adjournment...