

**Bridgeview Public Library
Regular Library Board Meeting
BOARD MEETING
AGENDA
January 9, 2012**

- 1. Call to order at 7:00 by President Carben**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of Agenda**
- 5. Approval of Minutes of Regular Meeting of December 12, 2011**
- 6. Approval of Minutes of Closed Session Meeting of November 14, 2011**
- 7. Approval of Minutes of Closed Session Meeting of December 12, 2011**
- 8. Motion to Approve the 4 Consent Agenda Items as Listed:**
 - A. Approval of Treasurer's Report ...December 2011**
 - B. Prepaid Bills in the Amount of \$6,683.04**
 - C. Bills in the Amount of \$ 43,865.20**
 - D. Transfer of Funds in the Amount of \$ 45,000.00**
- 9. Directors Report**
- 10. Attorney's Report**
- 11. Committee Report**
 - A. Finance**
 - B. Policy/By-Laws**
- 12. Unfinished Business**
 - A. Roof Leaks**
 - B. Rental Property (Home)**
 - C. Staff Raises**
 - D. 2012 Budget**
 - E. Director Evaluation**
- 13. New Business**
 - A. Sick Leave**
 - B. IMRF Pension Service Credits**
 - C. Disability Leave**
 - D. FMLA**
 - E. Trustee Forum**
- 14. Items for the next agenda**
- 15. Closed Session (if necessary)**
- 16. Adjournment...**

Bridgeview Public Library
Regular Library Board Meeting
BOARD MEETING
AGENDA
February 13, 2012

- 1. Call to order at 7:00 by President Carben**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Visitors are asked to introduce themselves at this time and present any issues they wish to discuss. Visitors wishing to address specific agenda items will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes.**
- 5. Approval of Agenda**
- 6. Approval of Minutes of Regular Meeting of January 9, 2012**
- 7. Approval of Minutes of Closed Session Meeting of January 9, 2012**
- 8. Motion to Approve the 4 Consent Agenda Items as Listed:**
 - A. Approval of Treasurer's Report ...January 2012**
 - B. Prepaid Bills in the Amount of \$6,642.97**
 - C. Bills in the Amount of \$56,976.92**
 - D. Transfer of Funds in the Amount of \$45,000.00**
- 9. Directors Report**
- 10. Attorney's Report**
- 11. Committee Report**
 - A. Finance**
 - B. Policy/By-Laws**
- 12. Unfinished Business**
 - A. Roof Leaks**
 - B. Rental Property (Home)**
 - C. 2012 Budget**
 - D. Staff Raises**
 - E. Director Evaluation**
- 13. New Business**
 - A. Full Time Maintenance Person**
 - B. New Server**
 - C. Close March 26, 2012**
 - D. Progressive Discipline Policy**
 - E. Director's Spending Limits Policy**
- 14. Items for the next agenda**
- 15. Closed Session (if necessary)**
- 16. Adjournment...**

Bridgeview Public Library
Regular Library Board Meeting
BOARD MEETING
AGENDA
March 12, 2012

- 1. Call to order at 7:00 by President Carben**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Current Technology**
- 5. Visitors are asked to introduce themselves and present any issues they wish to discuss. Visitors will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes.**
- 6. Approval of Agenda**
- 7. Approval of Minutes of Regular Meeting of February 13, 2012**
- 8. Approval of Minutes of Closed Session Meeting of February 13, 2012**
- 9. Motion to Approve the 4 Consent Agenda Items as Listed:**
 - A. Approval of Treasurer's Report ...February 2012**
 - B. Prepaid Bills in the Amount of \$6,486.02**
 - C. Bills in the Amount of \$124,131.79**
 - D. Transfer of Funds in the Amount of \$175,000.00**
- 10. Directors Report**
- 11. Attorney's Report**
- 12. Committee Report**
 - A. Finance**
 - B. Policy/By-Laws**
- 13. Unfinished Business**
 - A. Roof Leaks**
 - B. Rental Property (Home)**
 - C. 2012 Budget**
 - D. Staff Raises**
 - E. Director Evaluation**
 - F. Full Time Maintenance Person**
 - G. New Server**
 - H. Progressive Discipline Policy**
 - I. Director's Spending Limits Policy**
- 14. New Business**
 - A. Hiring and Firing**
 - B. Trustee duties, Functions and Responsibilities**
 - C. Director's Duties**
 - D. New Lighting**
- 15. Items for the next agenda**
- 16. Closed Session (if necessary)**
 - A. Review Closed Session Minutes**
- 17. Adjournment...**

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

**AGENDA
April 9, 2012**

- 1. Call to order at 7:00 by President Carben**
- 2. Roll Call**
- 3. Pledge of Allegiance.**
- 4. Honor Staff for Years of Service – Donna Plocharczyk – 20 yrs., George Mitchell – 10 yrs., Pat Enright – 6 yrs., Paula Fahmy – 6 yrs., Rose Taylor – 5 yrs.**
- 5. Jonathan Butkas**
- 6. Visitors are asked to introduce themselves and present any issues they wish to discuss. Visitors will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes.**
- 7. Approval of Agenda**
- 8. Approval of Minutes of Regular Meeting of March 12, 2012**
- 9. Approval of Minutes of Closed Session Meeting of March 12, 2012**
- 10. Motion to Approve the 4 Consent Agenda Items as Listed:**
 - A. Approval of Treasurer’s Report ...March 2012**
 - B. Prepaid Bills in the Amount of \$6,765.29**
 - C. Bills in the Amount of \$16,786.70**
 - D. Transfer of Funds in the Amount of \$70,000.00**
- 11. Directors Report**
- 12. Attorney’s Report**
- 13. Committee Report**
 - A. Finance**
 - B. Policy/By-Laws**
- 14. Unfinished Business**
 - A. Roof Leaks**
 - B. Rental Property (Home)**
 - C. 2012 Budget**
 - D. Staff Raises**
 - E. Director Evaluation**
 - F. Full Time Maintenance Person**
 - G. New Server**
 - H. Progressive Discipline Policy**
 - I. Hiring and Firing**
 - J. New Lighting**
- 15. New Business**
 - A. Non-Resident Cards**
 - B. Moraine Court Senior Care**
 - C. Trustee Workshop**
 - D. Administrative Professional’s Day Luncheon**
 - E. Compensation for Water Testing Sundays**
 - F. FMLA Leave**
 - G. Severance Package**
- 16. Items for the next agenda**
- 17. Closed Session (if necessary)**
- 18. Adjournment...**

Bridgeview Public Library
Special Library Board Meeting
BOARD MEETING
AGENDA
May 1, 2012

- 1. Call to order at 6:00 by President Carben**
- 2. Roll Call**
- 3. Pledge of Allegiance.**
- 4. Visitors are asked to introduce themselves and present any issues they wish to discuss. Visitors will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes.**
- 5. Unfinished Business**
 - A. Budget**
 - B. Bylaws/Policies**
- 6. New Business**
 - A. Employee Severance**
- 7. Items for the next agenda**
- 8. Closed Session for Matters of Personnel**
- 9. Adjournment...**

Bridgeview Public Library
Regular Library Board Meeting
BOARD MEETING
AGENDA
May 14, 2012

1. **Call to order at 7:00 by President Carben**
2. **Roll Call**
3. **Pledge of Allegiance.**
4. **Visitors are asked to introduce themselves and present any issues they wish to discuss. Visitors will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes.**
5. **Approval of Agenda**
6. **Approval of Minutes of Regular Meeting of April 9, 2012**
7. **Approval of Minutes of Closed Session Meeting of April 9, 2012**
8. **Approval of Minutes of Special Meeting of May 1, 2012**
9. **Approval of Minutes of Closed Session Meeting of May 1, 2012**
10. **Motion to Approve the 4 Consent Agenda Items as Listed:**
 - A. **Approval of Treasurer's Report ...April 2012**
 - B. **Prepaid Bills in the Amount of \$9,951.60**
 - C. **Bills in the Amount of \$ 41,086.30**
 - D. **Transfer of Funds in the Amount of \$100,000.00**
11. **Directors Report**
12. **Attorney's Report**
13. **Committee Report**
 - A. **Finance**
 - B. **Policy/By-Laws**
14. **Unfinished Business**
 - A. **Roof Leaks**
 - B. **Rental Property (Home)**
 - C. **Staff Raises**
 - D. **Director Evaluation**
 - E. **Progressive Discipline Policy**
 - F. **Hiring and Firing**
 - G. **Bylaws**
 - H. **New Lighting**
15. **New Business**
 - A. **Bushes**
 - B. **Nomination and Election of Officers**
16. **Items for the next agenda**
17. **Closed Session (if necessary)**
18. **Adjournment...**

Bridgeview Public Library
Regular Library Board Meeting
BOARD MEETING
AGENDA
June 11, 2012

1. **Call to order at 7:00 by President Carben**
2. **Roll Call**
3. **Pledge of Allegiance.**
4. **Visitors are asked to introduce themselves and present any issues they wish to discuss. Visitors will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes.**
5. **Approval of Agenda**
6. **Approval of Minutes of Regular Meeting of May 14, 2012**
7. **Approval of Minutes of Closed Session Meeting of May 14, 2012**
8. **Motion to Approve the 4 Consent Agenda Items as Listed:**
 - A. **Approval of Treasurer's Report ...May 2012**
 - B. **Prepaid Bills in the Amount of \$7,161.19**
 - C. **Bills in the Amount of \$ 30,680.50**
 - D. **Transfer of Funds in the Amount of \$ 100,000.00**
9. **Directors Report**
10. **Attorney's Report**
11. **Committee Report**
 - A. **Finance**
 - B. **Policy/By-Laws**
12. **Unfinished Business**
 - A. **Roof Leaks**
 - B. **Rental Property (Home)**
 - C. **Progressive Discipline Policy**
 - D. **Hiring and Firing**
 - E. **bylaws**
 - F. **New Lighting**
13. **New Business**
 - A. **Bushes**
14. **Items for the next agenda**
15. **Closed Session (if necessary)**
16. **Adjournment...**

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

AGENDA

July 9, 2012

- 1. Call to order at 7:00 by President Carben**
- 2. Roll Call**
- 3. Pledge of Allegiance.**
- 4. Visitors are asked to introduce themselves and present any issues they wish to discuss. Visitors will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes.**
- 5. Approval of Agenda**
- 6. Approval of Minutes of Regular Meeting of June 11, 2012**
- 7. Approval of Minutes of Closed Session Meeting of June 11, 2012**
- 8. Motion to Approve the 4 Consent Agenda Items as Listed:**
 - A. Approval of Treasurer's Report ...June 2012**
 - B. Prepaid Bills in the Amount of \$7,276.73**
 - C. Bills in the Amount of \$ 24,834.59**
 - D. Transfer of Funds in the Amount of \$ 75,000.00**
- 9. Directors Report**
- 10. Attorney's Report**
- 11. Committee Report**
 - A. Finance**
 - B. Policy/By-Laws**
- 12. Unfinished Business**
 - A. Roof Leaks**
 - B. Rental Property (Home)**
 - C. New Lighting**
- 13. New Business**
 - A. George's Insurance**
 - B. Employee Benefits**
- 14. Items for the next agenda**
- 15. Closed Session (if necessary)**
- 16. Adjournment...**

Bridgeview Public Library
Regular Library Board Meeting
BOARD MEETING
AGENDA
August 13, 2012

1. **Call to order at 7:00 by President Carben**
2. **Roll Call**
3. **Pledge of Allegiance.**
4. **Visitors are asked to introduce themselves and present any issues they wish to discuss. Visitors will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes.**
5. **Approval of Agenda**
6. **Approval of Minutes of Regular Meeting of July 9, 2012**
7. **Approval of Minutes of Closed Session Meeting of June 11, 2012**
8. **Approval of Minutes of Closed Session Meeting of July 9, 2012**
9. **Motion to Approve the 4 Consent Agenda Items as Listed:**
 - A. **Approval of Treasurer's Report ...July 2012**
 - B. **Prepaid Bills in the Amount of \$6,858.03 plus \$2,079.12 House Tax**
 - C. **Bills in the Amount of \$57,721.35**
 - D. **Transfer of Funds in the Amount of \$ 150,000.00**
10. **Directors Report**
11. **Attorney's Report**
12. **Committee Report**
 - A. **Finance**
 - B. **Policy/By-Laws**
13. **Unfinished Business**
 - A. **Roof Leaks**
 - B. **Rental Property (Home)**
 - C. **New Lighting**
 - D. **Employee Benefits**
14. **New Business**
 - A. **Reference Position**
 - B. **Loan Rules**
 - C. **Library Card Policy**
 - D. **Fee and Fine Policy**
 - E. **Confidentiality of Library Records Policy**
 - F. **IPLAR**
 - G. **Chapter 9 Programming (Per Capita)**
 - H. **Supplemental Tax Funding (Per Capita)**
 - I. **Employee Severance**
 - J. **Director's Re-evaluation and Raise**
15. **Items for the next agenda**
16. **Closed Session (if necessary)**
17. **Adjournment...**

**Bridgeview Public Library
Special Library Board Meeting
BOARD MEETING
AGENDA
August 20, 2012**

- 1. Call to order at 6:30p.m. by President Carben**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of agenda**
- 5. Unfinished Business**
 - A. Roof**
- 6. New Business**
- 7. Items for the next agenda**
- 8. Closed Session (if necessary)**
- 9. Adjournment...**

Bridgeview Public Library
Regular Library Board Meeting
BOARD MEETING
AGENDA
September 10, 2012

1. Call to order at 7:00 by President Carben
2. Roll Call
3. Pledge of Allegiance.
4. Visitors are asked to introduce themselves and present any issues they wish to discuss. Visitors will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes.
5. Approval of Agenda
6. Approval of Minutes of Regular Meeting of August 13, 2012
7. Approval of Minutes of Closed Session Meeting of August 13, 2012
8. Approval of Minutes of Special Library Board Meeting of August 20, 2012
9. Approval of Minutes of Closed Session Meeting of August 20, 2012
10. Motion to Approve the 4 Consent Agenda Items as Listed:
 - A. Approval of Treasurer's Report ...August 2012
 - B. Prepaid Bills in the Amount of \$6,724.77
 - C. Bills in the Amount of \$50,070.73
 - D. Transfer of Funds in the Amount of \$80,000.00
11. Directors Report
12. Attorney's Report
13. Committee Report
 - A. Finance
 - B. Policy/By-Laws
14. Unfinished Business
 - A. Roof Leaks
 - B. Rental Property (Home)
 - C. Supplemental Tax Funding (Per Capita)
 - D. Building Insurance
 - E. Employee Severance
 - F. Director's Re-evaluation and Raise
15. New Business
 - A. Circulation Positions (2)
 - B. Employee Termination
 - C. Mold Study
 - D. Intergovernmental Agreement with Village of Bridgeview for the Management and Maintenance of Rental Property
 - E. Health Insurance
16. Items for the next agenda
17. Closed Session (if necessary)
 - A. Review Closed Session Minutes
18. Adjournment...

**Bridgeview Public Library
Regular Library Board Meeting
BOARD MEETING
AGENDA
October 15, 2012**

1. Call to order at 7:00 by President Carben
2. Roll Call
3. Pledge of Allegiance.
4. Visitors are asked to introduce themselves and present any issues they wish to discuss. Visitors will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes.
5. Approval of Agenda
6. Dan Denys from the Law Offices of Louis F. Cankar, Ltd. will explain the new debt certificates.
7. Approval of Minutes of Regular Meeting of September 10, 2012
8. Approval of Minutes of Closed Session Meeting of September 10, 2012
9. Motion to Approve the 4 Consent Agenda Items as Listed:
 - A. Approval of Treasurer's Report ...September 2012
 - B. Prepaid Bills in the Amount of \$6,803.92
 - C. Bills in the Amount of \$35,189.19
 - D. Transfer of Funds in the Amount of \$80,000.00
10. Directors Report
11. Attorney's Report
12. Committee Report
 - A. Finance
 - B. Policy/By-Laws
13. Unfinished Business
 - A. Roof Leaks
 - B. Rental Property (Home)
 - C. Building Insurance Payment
 - D. Director's Re-evaluation and Raise
14. New Business
 - A. Mold Removal
 - B. Standard & Poor's Rating
 - C. Extension Agreement with Bridgeview Bank
 - D. Post-Issuance Compliance Policy
 - E. Ordinance no. 2012-1
 - F. In Service November 30
 - G. Staff Christmas Party
 - H. Budget
 - I. Fix Outside Lights
 - J. Full Time Maintenance
 - K. Snow Removal
 - L. Intergovernmental Agreement with Village of Bridgeview for the Management and Maintenance of Rental Property
 - M. Health Insurance
15. Items for the next agenda
16. Closed Session (if necessary)
 - A. Review Closed Session Minutes
17. Adjournment...

Bridgeview Public Library
Regular Library Board Meeting
BOARD MEETING
AGENDA
November 12, 2012

- 1. Call to order at 7:00 by President Carben**
- 2. Roll Call**
- 3. Pledge of Allegiance.**
- 4. Visitors are asked to introduce themselves and present any issues they wish to discuss. Visitors will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes.**
- 5. Approval of Agenda**
- 6. Brigid Murphy from Bridgeview Bank will explain the new account.**
- 7. Jeff Bishop from CDK Accounting will answer questions about the Audit.**
- 8. Approval of Minutes of Regular Meeting of October 15, 2012**
- 9. Approval of Minutes of Closed Session Meeting of October 15, 2012**
- 10. Motion to Approve the 4 Consent Agenda Items as Listed:**
 - A. Approval of Treasurer's Report ...October 2012**
 - B. Prepaid Bills in the Amount of \$17,906.69**
 - C. Bills in the Amount of \$27,732.63**
 - D. Transfer of Funds in the Amount of \$70,000.00**
- 11. Directors Report**
- 12. Attorney's Report**
- 13. Committee Report**
 - A. Finance**
 - B. Policy/By-Laws**
- 14. Unfinished Business**
 - A. Roof Leaks**
 - B. Full Time Maintenance**
 - C. Budget**
 - D. Snow Removal**
 - E. Mold Contract**
 - F. Rental Property (Home)**
 - G. Director's Re-evaluation and Raise**
- 15. New Business**
 - A. Holiday's for 2013**
 - B. Staff Raises**
- 16. Items for the next agenda**
- 17. Closed Session (if necessary)**
 - A. Review Closed Session Minutes**
- 18. Adjournment...**

**Bridgeview Public Library
Regular Library Board Meeting
BOARD MEETING
AGENDA
December 10, 2012**

1. Call to order at 7:00 by President Carben
2. Roll Call
3. Pledge of Allegiance.
4. Visitors are asked to introduce themselves and present any issues they wish to discuss. Visitors will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes.
5. Approval of Agenda
6. Presentation from Justice Public Library
7. Approval of Minutes of Regular Meeting of November 12, 2012
8. Approval of Minutes of Closed Session Meeting of November 12, 2012
9. Motion to Approve the 4 Consent Agenda Items as Listed:
 - A. Approval of Treasurer's Report ...November 2012
 - B. Prepaid Bills in the Amount of \$7,141.90
 - C. Bills in the Amount of \$38,709.38
 - D. Transfer of Funds in the Amount of \$70,000.00
10. Directors Report
11. Attorney's Report
12. Committee Report
 - A. Finance
 - B. Policy/By-Laws
13. Unfinished Business
 - A. Roof Leaks
 - B. Staff Raises
 - C. Budget
 - D. Snow Removal
 - E. Mold Contract
 - F. Rental Property
 - G. Director's Re-evaluation and Raise
14. New Business
 - A. Approval of Tax Escrow Account at Bridgeview Bank
 - B. Approval of Wire Transfer Agreement
 - C. Trustee Forum Workshop
 - D. Medical Leave
15. Items for the next agenda
16. Closed Session (if necessary)
 - A. Review Closed Session Minutes
17. Adjournment...

**Bridgeview Public Library
Special Library Board Meeting
BOARD MEETING
AGENDA
December 19, 2012**

- 1. Call to order at 6:00 by President Carben**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Visitors are asked to introduce themselves and present any issues they wish to discuss. Visitors will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes.**
- 5. Approval of Agenda**
- 6. Unfinished Business**
 - A. Budget**
 - B. Staff Raises**
 - C. Personnel**
- 7. Attorney's Report**
- 8. Adjournment...**