

Bridgeview Public Library
Regular Library Board Meeting

Board Meeting Agenda

January 13, 2014

1. Call to order at 7:00 by President Lewis
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
7. Approval of Minutes of Regular Meeting of December 9, 2013
8. Approval of Closed Session Meeting of December 9, 2013
9. Motion to Approve the 3 Consent Agenda Items as Listed:
 - A. Approval of Treasurer's Report... December 2013
 - B. Prepaid Bills in the Amount of \$ 23,361.48
 - C. Bills in the Amount of \$ 48,642.06
10. Acting Directors Report
11. Attorney Report
12. Committee Report:
 - A. Finance-Chairperson:
 - B. Policy/By-Laws- Chairperson: Sue Kasten
13. Unfinished Business
 - A. Holiday Policy Discussion & Action
 - B. Vacation Policy Discussion & Action
 - C. Hours of Operation Policy Discussion & Action
 - D. Circulation Policy Discussion & Action
 - E. Records to be Retained Policy Discussion & Action
 - F. Prohibited Gifts Policy Discussion & Action
 - G. Budget & Staff Raises 2014 Discussion & Action
14. New Business
 - A. Purchasing of Books
 - B. Comcast Legal Action
 - C. Payroll Changes
15. Items for next agenda
16. Closed Session (if necessary)
17. Adjournment...

Bridgeview Public Library
Regular Library Board Meeting

Board Meeting Agenda

February 10, 2014

1. Call to order at 7:00 by President Lewis
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
7. Ken Niemiec and Rob Richardson from Steel Building Systems Co.
8. Approval of Minutes of Regular Meeting of January 13, 2014
9. Approval of Closed Session Meeting of January 13, 2014
10. Motion to Approve the 3 Consent Agenda Items as Listed:
 - A. Approval of Treasurer's Report... January 2014
 - B. Prepaid Bills in the Amount of \$ 8,355.78
 - C. Bills in the Amount of \$ 41, 584.11
11. Acting Directors Report
12. Attorney Report
13. Committee Report:
 - A. Finance-Chairperson: Marwan Alsafadi
 - B. Policy/By-Laws- Chairperson: Sue Kasten
14. Unfinished Business
 - A. Vacation Policy Discussion & Action -
 - B. Payroll Changes
15. New Business
 - A. Open Meetings Act
 - B. Hiring
 - C. Hours
 - D. DVD Fee Change
16. Items for next agenda
17. Closed Session (if necessary)
18. Adjournment...

Bridgeview Public Library
Regular Library Board Meeting

Board Meeting Agenda

March 10, 2014

1. Call to order at 7:00 by President Lewis
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. Jeff Bishop from CDK Accounting
7. Approval of Minutes of Regular Meeting of February 10, 2014
8. Approval of Closed Session Meeting of February 10, 2014
9. Motion to Approve the 3 Consent Agenda Items as Listed:
 - A. Approval of Treasurer's Report... February 2014
 - B. Prepaid Bills in the Amount of \$ 14, 848.63
 - C. Bills in the Amount of \$ 41,622.36
10. Acting Directors Report
11. Attorney Report
12. Committee Report:
 - A. Finance-Chairperson: Marwan Alsafadi
 - B. Policy/By-Laws- Chairperson: Sue Kasten
13. Unfinished Business
 - A. Vacation Policy Discussion & Action-Accurals vs. Yearly
 - B. Sick Policy Discussion- IMRF Requirements
 - C. Saturday Hours of Operation 10A.M.-6P.M. Discussion & Action
 - D. Payroll Changes ADP to Adducci Leone Discussion
14. New Business
 - A. SPLMI (Small Public Library Management Institute) Discussion and Action
 - B. Carrier vs. Rixon HVAC Discussion and Action
 - C. Staff in Service Day April 25th Discussion and Action
15. Items for next agenda
16. Closed Session (if necessary)
17. Adjournment...

Bridgeview Public Library
Regular Library Board Meeting

Board Meeting Agenda

April 14, 2014

1. Call to order at 7:00 by President Lewis
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. Zoran Pavichevich Carrier Rep.
7. Mr. Rich Struzik HVAC Bridgeview Inspector
8. Approval of Minutes of Regular Meeting of March 10, 2014
9. Approval of Closed Session Meeting of March 10, 2014
10. Motion to Approve the 3 Consent Agenda Items as Listed:
 - A. Approval of Treasurer's Report... March 2014
 - B. Prepaid Bills in the Amount of \$ 10, 466.03
 - C. Bills in the Amount of \$ 19,696.42
11. Acting Directors Report
12. Attorney Report
13. Committee Report:
 - A. Finance-Chairperson: Marwan Alsafadi
 - B. Policy/By-Laws- Chairperson: Sue Kasten
14. Unfinished Business
 - A. Discussion & Action of Revised Vacation Policy -Accurals vs. Yearly
 - B. Discussion & Action of Revisions to Sick Leave Policy
 - C. Change of Payroll Company from ADP to Adducci Leone Discussion & Action
15. New Business
 - A. Carrier vs. Rixon HVAC Discussion and Action
 - B. Staff in Service Day May 21st Discussion and Action
 - C. Discussion of the IMRF Meeting From March 24, 2014
 - D. Discussion & Action Regarding Blackout Sealcoating 2014 Proposal
16. Items for next agenda
17. Closed Session (if necessary)
18. Adjournment...

Bridgeview Public Library
Regular Library Board Meeting
Board Meeting Agenda

May 12, 2014

1. Call to order at 7:00 by President Lewis
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. Zoran Pavichevich Carrier Rep.
7. Approval of Minutes of Regular Meeting of April 14, 2014
8. Approval of Closed Session Meeting of April 14, 2014
9. Motion to Approve the 3 Consent Agenda Items as Listed:
 - A. Approval of Treasurer's Report... April 2014
 - B. Prepaid Bills in the Amount of \$ 15,307.16
 - C. Bills in the Amount of \$ 19,522.03
10. Acting Directors Report
11. Attorney Report
12. Committee Report:
 - A. Finance-Chairperson: Marwan Alsafadi
 - B. Policy/By-Laws- Chairperson: Sue Kasten
13. Unfinished Business
 - A. Carrier / Rixon HVAC Discussion & Action
14. New Business
 - A. Employee Handbook With Help from Management Association Proposal
 - B. R.Difoggio Proposal for New Sump Pump and Battery Backup System in Old Basement
 - C. 2014 Non-Resident Library Card Ordinance Discussion & Approval
 - D. Reorganization of Officers
15. Items for next agenda
16. Closed Session (if necessary)
17. Adjournment...

Bridgeview Public Library
Regular Library Board Meeting
Board Meeting Agenda
June 9, 2014

1. Call to order at 7:00 by President Lewis
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 12, 2014
7. Approval of Closed Session Meeting of May 12, 2014
8. Motion to Approve the 3 Consent Agenda Items as Listed:
 - A. Approval of Treasurer's Report... May 2014
 - B. Prepaid Bills in the Amount of \$ 12,539.17
 - C. Bills in the Amount of \$ 17,349.59
9. Acting Directors Report
10. Attorney Report
11. Committee Report:
 - A. Finance-Chairperson: Marwan Alsafadi
 - B. Policy/By-Laws- Chairperson: Sue Kasten
12. Unfinished Business
 - A. Employee Handbook With Help from Management Association
13. New Business
 - A. Bridgeview Bank Signature Needed for Bond Payments
14. Items for next agenda
15. Closed Session (if necessary)
16. Adjournment...

Bridgeview Public Library
Regular Library Board Meeting
Board Meeting Agenda

July 14, 2014

1. Call to order at 7:00 by President Lewis
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 9, 2014
7. Approval of Closed Session Meeting of June 9, 2014
8. Motion to Approve the 3 Consent Agenda Items as Listed:
 - A. Approval of Treasurer's Report... July 2014
 - B. Prepaid Bills in the Amount of \$ 10,354.67
 - C. Bills in the Amount of \$ 29, 738.33
9. Acting Directors Report
10. Attorney Report
11. Committee Report:
 - A. Finance-Chairperson: Marwan Alsafadi
 - B. Policy/By-Laws- Chairperson: Sue Kasten
12. Unfinished Business
 - A. Employee Handbook Discussion and Action
13. New Business
 - A. Bridgeview Bank Signature Needed for Bond Payments
 - B. Maintenance Job Description Ad Discussion and Action
 - C. Relatives of Board/Staff Members Policy Discussion and Action
 - D. Unattended Children Policy Discussion and Action
 - E. FOIA Policy Discussion and Action
14. Items for next agenda
15. Closed Session (if necessary)
16. Adjournment...

Bridgeview Public Library
Regular Library Board Meeting
Board Meeting Agenda
August 11, 2014

1. Call to order at 7:00 by President Lewis
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 14, 2014
7. Approval of Closed Session Meeting of July 14, 2014
8. Motion to Approve the 3 Consent Agenda Items as Listed:
 - A. Approval of Treasurer's Report... July 2014
 - B. Prepaid Bills in the Amount of \$ 10, 350.38
 - C. Bills in the Amount of \$ 25,747.73
9. Acting Directors Report
10. Attorney Report
11. Committee Report:
 - A. Finance-Chairperson: Marwan Alsafadi
 - B. Policy/By-Laws- Chairperson: Sue Kasten
12. Unfinished Business
 - A. Bridgeview Bank Signature Needed for Bond Payments
 - B. Unattended Children Policy Discussion and Action
 - C. Lower Level Repairs Discussion and Action
13. New Business
14. Items for next agenda
15. Closed Session (if necessary)
16. Adjournment...

Bridgeview Public Library
Regular Library Board Meeting
Board Meeting Agenda
September 8, 2014

1. Call to order at 7:00 by President Lewis
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 11, 2014
7. Approval of Closed Session Meeting of August 11, 2014
8. Motion to Approve the 3 Consent Agenda Items as Listed:
 - A. Approval of Treasurer's Report... August 2014
 - B. Prepaid Bills in the Amount of \$
 - C. Bills in the Amount of \$
9. Acting Directors Report
10. Attorney Report
11. Committee Report:
 - A. Finance-Chairperson: Marwan Alsafadi
 - B. Policy/By-Laws- Chairperson: Sue Kasten
12. Unfinished Business
 - A. Bridgeview Bank Signature Needed for Bond Payments
 - B. Lower Level Repairs Discussion and Action
13. New Business
 - A. Extending Our Hours Discussion and Action
 - B. 2015 Budget Discussion
 - C. Blue Cross Blue Shield Policy Discussion and Action
 - D. Per Capita Grant Discussion and Action
 - E. Heil and Heil Discussion and Action
14. Items for next agenda
15. Closed Session (if necessary)
16. Adjournment...

Board Meeting Agenda**October 13, 2014**

1. Call to order at 7:00 by President Lewis
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. Service Master Mike Specht
7. Approval of Minutes of Regular Meeting of September 8, 2014
8. Approval of Closed Session Meeting of September 8, 2014
9. Motion to Approve the 3 Consent Agenda Items as Listed:
 - A. Approval of Treasurer's Report... September 2014
 - B. Prepaid Bills in the Amount of \$ 35,395.72
 - C. Bills in the Amount of \$ 30,833.97
10. Acting Directors Report
11. Attorney Report
12. Committee Report:
 - A. Finance-Chairperson: Marwan Alsafadi
 - B. Policy/By-Laws- Chairperson: Sue Kasten
13. Unfinished Business
 - A. Lower Level Drainage System Discussion and Action
14. New Business
 - A. Young Authors Program Discussion and Action
 - B. 2015 Budget Discussion and Action
15. Items for next agenda
16. Closed Session (if necessary)
17. Adjournment...

Board Meeting Agenda

November 10, 2014

1. Call to order at 7:00 by President Lewis
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. Service Master Mike Specht
7. US Waterproofing Paul
8. Approval of Minutes of Regular Meeting of October 13, 2014
9. Approval of Closed Session Meeting of October 13, 2014
10. Motion to Approve the 3 Consent Agenda Items as Listed:
 - A. Approval of Treasurer's Report... November 2014
 - B. Prepaid Bills in the Amount of \$ 17,443.40
 - C. Bills in the Amount of \$ 15,318.87
11. Acting Directors Report
12. Attorney Report
13. Committee Report:
 - A. Finance-Chairperson: Marwan Alsafadi
 - B. Policy/By-Laws- Chairperson: Sue Kasten
14. Unfinished Business
 - A. 2015 Budget Discussion and Action
15. New Business
 - A. Extending Library Hours Discussion and Action
 - B. US Waterproofing Discussion and Action
 - C. Director Evaluation Discussion and Action
 - D. Assistant Director Evaluation Discussion and Action
16. Items for next agenda
17. Closed Session (if necessary)
18. Adjournment...

Board Meeting Agenda

December 8, 2014

1. Call to Order at 7:00 by President Lewis
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 November 10, 2014
7. Approval of Closed Session Meeting Minutes of November 10, 2014
8. Motion to Approve the 3 Consent Agenda Items as Listed:
 - A. Approval of Treasurer's Report... November 2014
 - B. Prepaid Bills in the Amount of \$ 40, 694.43
 - C. Bills in the Amount of \$10,255.31
9. Acting Directors Report
10. Attorney Report
11. Committee Report
 - A. Finance - Chairperson: Marwan Alsafadi
 - B. Policy/By-Laws – Chairperson: Sue Kasten
12. Unfinished Business:
 - A. 2015 Budget Discussion and Action
 - B. Acting Director Evaluation Discussion and Action
 - C. Acting Assistant Director Evaluation Discussion and Action
13. New Business
14. Items for Next Agenda
15. Closed Session (if necessary)
16. Adjournment...