

REGULAR MEETING OF THE RIVERDALE PUBLIC LIBRARY DISTRICT

A regular meeting of the Riverdale Public Library District Board of Trustees was called to order by President Burford at 7:34 P.M. on Monday, October 11, 2010 at the Riverdale Library.

ROLL CALL:

The roll was called as follows: Trustee Avant-Holloway, Present; Trustee Dixon, Absent; Trustee Emerson, Present; Trustee Freeman, Absent; Trustee Roberts, Present; Trustee Washington, Absent; President Burford, Present. There was a quorum present to conduct business.

Also present were Adelle Swanson, Katrina Harris, Brett Shelton, and Barb Diehl.

MINUTES:

The minutes of the regular meeting held on Monday, September 13, 2010 were approved as distributed and placed on file for audit.

The minutes of the special meeting held on Monday, September 20, 2010 were approved and placed on file for audit.

COMMUNICATIONS:

Independent status for LIMRICC; Future of Illinois Library Cooperation draft plan from IL Libraries; Thank you from Adelle Swanson. The communications were accepted and placed on file for audit.

There were no requests for reimbursement for upcoming events.

TREASURER'S REPORT:

The Treasurer's report was presented by Trustee Avant-Holloway and Mr. Shelton. Trustee Avant-Holloway MOVED That the Library pay bills in the amount of \$6,584.21. The motion was seconded and carried on a roll call vote of 4 Ayes, 0 Nays, and 3 Absent

LIBRARIAN'S REPORT:

The Librarian's report was presented by Adelle Swanson. The Librarian's report was accepted and placed on file for audit.

MISCELLANEOUS ACTIONS:

Request to and letter from Klein, Thorpe & Jenkins regarding filing of the Ordinance Against Proportional Reduction, Ordinance Levying and Assessing Taxes and the Certification of Compliance with the Truth in Taxation Act; Request to dispose of records to the IL Local Records Commission; Letter to Ms. Rogers regarding copies of library policies and minutes; Letter to Ivanhoe Park District of Riverdale returning the signed Intergovernmental Agreement with a letter defining procedures; Incident report concerning refund for print jobs and racial comments. The Board did not indicate any need for a change to the current policy. Incident report regarding hostile workplace with need for a response. The Board directed Adelle Swanson to send a letter to Mrs. Mallek to apologize for the lapse of decorum at two of the recent Board meetings. While Board members may feel passionately about an issue, it is the responsibility of each Trustee to

maintain a respectful attitude. In the future, the Board President is requested to intervene immediately to maintain a proper meeting environment.

REPORTS OF COMMITTEES AND OFFICERS:

There was no report from the Reaching Forward Committee.

Treasurer's Reimbursement Review: Treasurer Avant-Holloway clarified to the Board that all requests for payment, including travel reimbursements, are verified before they are paid.

UNFINISHED BUSINESS:

Trustee Avant-Holloway MOVED That the revisions to Policy 2-41 Staff Classification and Benefit Summary be approved as distributed. The motion was seconded and carried on a roll call vote of 4 Ayes, 0 Nays, and 3 Absent. The policy will be updated in the Policy Manual and distributed to Staff.

Trustee Roberts MOVED That the revisions to Policy 2-51 for Background Checks be approved as distributed. The motion was seconded and carried on a roll call vote of 4 Ayes, 0 Nays, and 3 Absent. The policy will be updated in the Policy Manual and distributed to all Staff.

Trustee Emerson MOVED That the revisions to Policy 3-12 Hospitalization/Life Insurance be approved as distributed. The motion was seconded and carried on a roll call vote of 4 Ayes, 0 Nays, and 3 Absent. The policy will be updated in the Policy Manual and distributed to all Staff.

Trustee Avant-Holloway MOVED That the revisions to Policy 3-13 Dental Insurance be approved as distributed. The motion was seconded and carried on a roll call vote of 4 Ayes, 0 Nays, and 3 Absent. The policy will be updated in the Policy Manual and distributed to all staff.

Trustee Roberts MOVED That the revisions to Policy 3-16 Vision Insurance be approved as distributed. The motion was seconded and carried on a roll call vote of 4 Ayes, Nays, and 3 Absent. The policy will be updated in the Policy Manual and distributed to all Staff.

NEW BUSINESS:

Trustee Roberts MOVED That Katrina Harris be appointed the Authorized Agent for IMRF. The motion was seconded and carried on a roll call vote of 4 Ayes, 0 Nays, and 3 Absent. Notice of the appointment will be returned to IMRF.

Trustee Roberts MOVED That the Board approve opening the minutes of the closed meetings held

- Monday, August 30, 2010
- Tuesday, August 31, 2010
- Wednesday, September 1, 2010
- Friday, September 3, 2010
- Thursday, September 9, 2010
- Monday, September 20, 2010

The motion was seconded and passed on a roll call vote of 4 Ayes, 0 Nays, and 3 Absent. The minutes of the above meetings will be declared open, archived on the web site, and placed on file for audit.

Minutes – October 11, 2010

Trustee Roberts MOVED That the Board ratify the hiring of Robert Forgue as a Security Officer.
 The motion was seconded and carried on a roll call vote of 4 Ayes, 0 Nays, and 3 Absent.
 Appropriate documentation has been filed and Robert has been welcomed to the Staff.

ANNOUNCEMENTS:

Librarian Meet and Greet, Monday, October 18, 2010 from 11:00 A.M. to 1:30 P.M.
 Next regular Board Meeting, Monday, November 8, 2010 AT 7:30 p.m.

ADJOURNMENT:

President Burford adjourned the meeting at 8:25 P.M.

Trustee	Bills	Policy 2-41	Policy 2-51	Policy 3-12	Policy 3-13	Policy 3-16
Avant-Holloway	Aye	Aye	Aye	Aye	Aye	Aye
Dixon	Absent	Absent	Absent	Absent	Absent	Absent
Emerson	Aye	Aye	Aye	Aye	Aye	Aye
Freeman	Absent	Absent	Absent	Absent	Absent	Absent
Roberts	Aye	Aye	Aye	Aye	Aye	Aye
Washington	Absent	Absent	Absent	Absent	Absent	Absent
Burford	Aye	Aye	Aye	Aye	Aye	Aye

Trustee	IMRF Agent	Closed Minutes	Hire Forgue			
Avant-Holloway	Aye	Aye	Aye			
Dixon	Absent	Absent	Absent			
Emerson	Aye	Aye	Aye			
Freeman	Absent	Absent	Absent			
Roberts	Aye	Aye	Aye			
Washington	Absent	Absent	Absent			
Burford	Aye	Aye	Aye			

SIGNED _____ DATE _____
 Maurice Roberts, Secretary