

**Minutes  
North Chicago Public Library  
Meeting of the Board of Trustees  
Thursday, November 20, 2008**

**Call to Order**

Board President, Minnie Cross called the regular meeting to order at 7:00 p.m.

**Roll Call**

Trustees Present: Board President, Ms. Minnie Cross, Ms Cora Cunningham, Treasurer, Ms. Etta Robinson, Ms. Gloria Rice, and Mr. Robert May

Trustees Absent: Staff Sgt. Magee

Staff Present: Ms. Joan Battley, Director

Others Present: Torrie Newsome, Attorney, Ms. Barrett and Ms. Gay Mitchell of the Goiter Foundation

**Comments from the Public**

None

**Approval of Minutes**

No minutes presented.

**Payment of the Bills**

It was moved by Ms. Rice and second by Ms. Cunningham to pay the bills in the amount of \$7,224.72. Discussion: Board Member Ms. Rice questioned why the Director's travel bill was higher than her travel bill the Director advised her where she had traveled to accumulate the miles. Motion carried.

**Committee Reports**

- A. **Personnel** – Tabled to Executive Committee per President, Ms. Cross.
- B. **Treasurer/Finance**

The Finance committee had no report per Mrs. Robinson. Per Ms. Battley, she has a meeting scheduled with Mr. Gantz on Nov. 22nd. Ms. Battley will check with Mr. Gantz regarding the new budget. President, Ms. Cross asked the Director to review staff raises that can be done before the end of December.

**C. Policy**

Per Ms. Cunningham, no policy report.

**D. FOL**

Per Ms. Rice and Ms. Battley FOL raised \$157.75 from the Rummage Sale.

New member joined FOL named Nina Geater.

**Staff Reports**

See written report submitted by Director.

Ms. Battley wants to collect can goods during the month of November and December.

The Library Christmas Party is scheduled for Dec. 13<sup>th</sup>, 2008 at 6:00 pm. Ms. Robinson moved that the NCPL has their Christmas party on Dec. 13<sup>th</sup> and second by Ms. Rice. Discussion: The Christmas party is for staff and board. Motioned carried.

**Introduction of Staff**

Mr. William Downey, acting NCPL Security and has worked for the NCPL last year for a few weeks.

**Old Business**

Board Luncheon – discussed where and when we would like to hold the luncheon. The Board suggested having the luncheon January 10, 2009, 4:00 pm at Bistro 17. Ms. Battley will obtain a luncheon menu.

## **New Business**

Bookmobile Presentation – By Ms. Gay Mitchell for a donation of a van donated by HD Electric Company to the Goiter Foundation. This van can be retrofitted to house library books. HD Electric will also donate \$1,000 to the library to help defray the conversion costs. The upkeep of the van will be the responsibility of the library, i.e. insurance and vehicle maintenance. Mr. Bob May and Mr. Mitchell and other volunteers would be the people retrofitting the van.

The Goiter Foundation would like to have quarterly reports showing:

- # of people visited the library
- # of books checked out
- # hours that the bookmobile has been in the community

President, Ms. Cross asked that Atty. Newson, Mr. May and Ms. Robinson look into the cost of vehicle maintenance and insurance. It was moved by Ms. Robinson and second by Ms. Rice for the NCPL to accept the donation from the Goiter Family Foundation of the demonstration truck. No discussion: Motioned carried.

## **Executive Session**

It was moved by Mr. May and Second Ms. Cunningham by to move out of the regular meeting into Executive Session.

## **Resolution 108**

It was moved by Mr. May and second by Ms. Robinson to accept resolution 108. Discussion: Ms. Cunningham wanted to know if there is a space to show how all board members voted, that information is already in the resolution. Motion carried.

## **Adjournment**

It was moved by Ms. Robinson and second by Ms. Cunningham to end our regular meeting at 8:45 p.m. No discussion, motion carried.

Respectfully submitted,

Etta Robinson,  
Secretary