

**PRAIRIE TRAILS PUBLIC LIBRARY DISTRICT  
JUNE 8, 2006  
REGULAR BOARD MEETING  
MINUTES**

President Rokaitis called the meeting to order at 7:31PM

**1. ROLL CALL**

TRUSTEES PRESENT	CHRISTINA FIGUEROA MICHAEL VALERIO KENNETH TWADELL ANIITA BYRNE ANN TROVATO JAMES V. ROKAITIS
TRUSTEES ABSENT	DIANE SHIELDS
LIBRARIAN PRESENT	RUTH E. FAKLIS

MOTION TO ELECT TRUSTEE TROVATO SECRETARY PRO TEM, WAS MADE BY TRUSTEE BYRNE. MOTION WAS SECONDED BY TRUSTEE TWADELL.

AFTER THREE (3) CALLS BY PRESIDENT ROKAITIS, THE MOTION WAS PASSED UNANIMOUSLY WITH 6 AYES, 0 NAYS, 1 ABSENT (SHIELDS).

**2. PLEDGE OF ALLEGIANCE**

The Board, led by President Rokaitis, recited the Pledge.

**3. MINUTES**

MOTION WAS MADE BY TRUSTEE BYRNE TO APPROVE AND PLACE ON FILE THE MINUTES OF THE REGULAR BOARD MEETING FROM MAY 11, 2006. MOTION WAS SECONDED BY TRUSTEE VALERIO.

**Corrections**

Correct the spelling of Trustee Byrne's name and President Rokaitis' name on page 1 and 2 of minutes.








MOTION PASSED UNANIMOUSLY WITH A ROLL CALL OF 6 AYES, 0 NAYS, 1 ABSENT (SHIELDS)

#### **4. AGENDA REVIEW**

No changes were made.

#### **5. LIBRARIAN'S REPORT**

Ms. Faklis reported the following:

-  A new board table and new chairs were purchased. The boardroom will be painted in the near future. The bicentennial quilt owned by the library will be displayed in the boardroom. This is the first interior project within the library since the new construction.
-  Two interns working in the library were introduced. They are from the College of DuPage and Dominican University.
-  Summer reading starts June 12.
-  54 people attended the Trustee Workshop hosted by Prairie Trails Public Library.
-  The work on the air conditioner has been completed and the system is working very well.
-  The burning of DVD's by libraries has come under question regarding the legality of this issue. The attorney for this library has said this is illegal; the MLS attorney has given the OK. The state library will be contacted regarding this legal issue. At this time PTPLD does not burn DVD's.
-  Ms Faklis is stepping down as Chair of the American Cancer Society to become the secretary. She will remain active in this organization.

#### **6. FINANCIAL REPORT**

##### *A. Payroll and Operating Expenditures*

MOTION WAS MADE BY TRUSTEE FIGUEROA TO ACCEPT AND PLACE ON FILE THE FINANCIAL REPORT AND PAY THE BILLS. MOTION WAS SECONDED BY TRUSTEE TWADELL.

Discussion Ensued

MOTION WAS PASSED UNANIMOUSLY WITH A ROLL CALL OF 6 AYES, BYRNE, TROVATO, TWADELL, VALERIO, FIGUEROA, AND ROKAITIS. 0 NAYS. 1 ABSENT (SHIELDS)

#### **7. CORRESPONDENCE**

##### *A. Burbank Chamber-Golf Outing, August 10<sup>th</sup>.*

##### *B. Letter of Congratulations to Dr. Peters at Our Savior Lutheran Church regarding his retirement.*

## **8. COMMITTEE REPORTS**

### *Building Committee*

#### *A. Ballast*

Vendors will be solicited for bids to replace ballast and light fixtures. The bids will be presented to the Board in August with work to be scheduled in September or October.

#### *B. Air conditioning-Work completed/paid*

#### *C. Air Handler-Work completed/paid*

#### *D. Bollard replacement-Work completed /paid*

This completes the long-range plan; a new one will be forthcoming.

### *Personnel Committee*

#### *A. Evaluations/Salary Reviews*

A meeting will be planned by this committee to take place prior to the July Board meeting.

## **9. OLD BUSINESS**

#### *A. Zone 5 Trustee Workshop-positive feedback*

#### *B. Registered Sex Offenders List-update*

The Burbank Police department provided no new list; a call will be made to find out if and when a new list will be available.

#### *C. Letter to Senator Viverito-potential legislation*

Klein, Thorpe and Jenkins, Ltd., the law office representing PTPLD, sent a letter to the Senator asking that legislation be considered regarding the tax cap and working cash, issues of importance to libraries.

#### *D. MLS-Trustee Information and Assistance Center*

## **10. NEW BUSINESS**

#### *A. Book Business-PTPLD magazine article-RFID system*

Sheri Starr was interviewed by this magazine regarding the RFID system that was installed in the PTPLD, the first of its kind in the state.

#### *B. Non-resident Cards-ACTION ITEM*

This library is ineligible to issue un-served area residents a library card, however, all library cards should be honored by PTPLD.

MOTION WAS MADE BY TRUSTEE FIGUEROA TO ACCEPT AND HONOR ALL NON-RESIDENT CARDS ISSUED BY OTHER LIBRARIES. MOTION WAS SECONDED BY TRUSTEE VALERIO.

MOTION PASSED UNANIMOUSLY WITH A ROLL CALL OF 6 AYES, BYRNE, TWADELL, FIGUEROA, VALERIO, TROVATO AND ROKAITIS. 0 NAYS. 1 ABSENT (SHIELDS).

*C. Audit-CPA Firm Search*

A search needs to be made for a new CPA firm to handle the yearly audit for the library. The current CPA has not made the audit available to the library in a timely fashion. The pleasure of the Board was to call the current CPA and find out if he is still available to do the current audit and if it can be presented promptly.

*D. Director invited on China Delegation-November*

As the former ALA President, Ms Faklis has been invited on the People to People trip to China. She stated that she would pay for the entire trip but would need time off from this library. No decision has been made at this time by either the Director or the Board.

*E. Computer Vendor Showcase at PTPLD*

59 administrators and technical people attended the workshop held in the library. The vendors were competitors of the Innovative Company.

*F. ILA updates*

Updates for Board perusal.

*G. Misc. and or news articles*

*H. Burbank Cultural Art League-no vote until the fall.*

**11. PUBLIC PARTICIPATION**

Reavis High School government class-students observed the Board meeting. They did not actively participate in the meeting.

**12. ADJOURNEMENT**

MOTION WAS MADE BY TRUSTEE TROVATO TO ADJOURN THE BOARD MEETING AT 8:14PM. MOTION WAS SECONDED BY TRUSTEE FIGUEROA.

MOTION WAS PASSED UNANIMOUSLY WITH 6AYES, 0 NAYS, 1 ABSENT (SHIELDS).