

**PRAIRIE TRAILS PUBLIC LIBRARY DISTRICT  
DECEMBER 13, 2007  
REGULAR BOARD MEETING  
MINUTES**

President Rokaitis called the meeting to order at 7:30PM

**1. ROLL CALL**

TRUSTEES PRESENT

ANITA BYRNE  
ANN TROVATO  
KENNETH TWADELL  
MICHAEL VALERIO  
CLAUDIA ROBUCK  
DIANE SHIELDS  
JAMES ROKAITIS

LIBRARIAN PRESENT

RUTH FAKLIS

ALSO PRESENT:

REAVIS STUDENTS

**2. PLEDGE OF ALLEGIANCE**

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

**3. MINUTES**

MOTION WAS MADE BY TRUSTEE SHIELDS TO APPROVE AND PLACE ON FILE THE MINUTES OF THE REGULAR BOARD MEETING AND TRUTH IN TAXATION PUBLIC HEARING FROM NOVEMBER 8, 2007. MOTION WAS SECONDED BY TRUSTEE TWADELL.

MOTION PASSED UNANIMOUSLY WITH A ROLL CALL OF 7 AYES, VALERIO, TWADELL, SHIELDS, TROVATO, ROBUCK, BYRNE and ROKAITIS. 0 NAYS.

**4. AGENDA REVIEW**

ADD

#10 H ILA Workshop

**5. LIBRARIAN'S REPORT**

Director Faklis reported the following:



The PTPLD Director won the IMRF election and will be sworn in at the December 14, 2007 meeting.



The Director attended the MLS Board meeting with members of the Zone 5 Administrators to voice the PTPLD concerns with the rising costs being charged to SWAN libraries. The concern of the SWAN libraries is the cost of next year's deficit that will be charged to these libraries and not the full membership.



The need for hiring new maintenance staff was discussed due to the shortage caused by the ill health of one of the current staff members.



Circulation stats currently are 160,968; this figure reveals the continued use of the library by the patrons.



Adult services conducted a "Phantom of the Opera" contest with tickets to the opera as the prize. The tickets were won by Monica Ponce.

## 6. FINANCIAL REPORT

### A. Payroll and Operating Expenditures

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

MOTION WAS PASSED UNANIMOUSLY WITH A ROLL CALL OF 7 AYES, ROBUCK, VALERIO, TWADELL, TROVATO, BYRNE, SHIELDS, AND ROKAITIS. 0 NAYS.

MOTION WAS MADE BY TRUSTEE BYRNE TO APPROVE AND ACCEPT THE 2007-2008 BUDGET. MOTION WAS SECONDED BY TRUSTEE VALERIO.

*Correction in budget line 4520 should read \$24,000*

MOTION WAS PASSED UNANIMOUSLY WITH A ROLL CALL OF 7 AYES, ROBUCK, TROVATO, TWADELL, VALERIO, BYRNE, SHIELDS, AND ROKAITIS. 0 NAYS

## 7. CORRESPONDENCE

### A. Institute of Museum and Library Services

No grant was received at this time.

### B. Hallberg Commercial Insurance

The proposal from this insurance carrier was withdrawn from the bidding process by the company at this time.

## 8. COMMITTEE REPORTS

### *Building Committee-ACTION ITEM*

#### A. Cleaning Services-Review of Proposals

A discussion ensued between the Board and the Director concerning the need for hiring a professional cleaning service for the Library.



No ACTION was taken at this time; item was tabled until the January Board meeting.

## 9. OLD BUSINESS

### A. *Illinois Funds-investment potential*

Information pertaining to investments within the State of Illinois.

## 10. NEW BUSINESS

### A. *Casper La Vito*

\$250 donation for the Veterans Day program.

### B. *MLS-Financial Concerns*

Letter was sent to Janet Kelenson, President of the MLS Board of Directors voicing the concern of PTPLD regarding the additional monies needed to off-set a budget deficit- stating since benefits of SWAN libraries are available to all the MLS members, all should join in financial support

### C. *Olson Insurance Agency; Account Quote Proposal*

The proposal received does not provide the coverage currently supplied to the Library by Myers-Briggs.

### D. *ILA Updates*

### E. *Miscellaneous and/or news articles of interest*

### F. *IMRF Board Handout on open meetings*

The Board was provided with the power point handout regarding the 'open meetings act' in the State of Illinois.

### G. *Burbank Art League-voting*

### H. *ILA Workshop*

February 23-Trustee Forum, Board members were invited to attend

## 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 ROBUCK TO ADJOURN THE BOARD MEETING AT 8:05 PM. MOTION WAS SECONDED BY TRUSTEE SHIELDS.

MOTION WAS PASSED UNANIMOUSLY WITH 7AYES, 0 NAYS.

