

**Prairie Trails Public Library District
December 11, 2008
REGULAR BOARD MEETING MINUTES**

Trustee Rokaitis called the regular board meeting to order at 7:31 p.m.

1. ROLL CALL

TRUSTEES PRESENT:	JAMES ROKAITIS DIANE SHIELDS ANN TROVATO ANITA BYRNE KEN TWADELL MICHAEL VALERIO CLAUDIA ROBUCK
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DIRECTOR PRESENT:	RUTH FAKLIS
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ALSO PRESENT:	REAVIS STUDENTS
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2. PLEDGE OF ALLEGIANCE

3. MINUTES OF THE MEETING

MOTION WAS MADE BY TRUSTEE SHIELDS TO APPROVE THE MINUTES OF THE NOVEMBER 13, 2008 MEETING; SECONDED BY TRUSTEE ROBUCK. MOTION PASSED UNANIMOUSLY WITH A ROLL CALL VOTE AS FOLLOWS:
AYES: SHIELDS, TROVATO, BYRNE, TWADELL, VALERIO, ROKAITIS, ROBUCK
NAYS: NONE

MOTION WAS MADE BY TRUSTEE SHIELDS TO APPROVE THE TRUTH AND TAXATION HEARING LEVY FROM THE NOVEMBER 13, 2008 MEETING; SECONDED BY TRUSTEE ROBUCK. MOTION PASSED UNANIMOUSLY WITH A ROLL CALL VOTE AS FOLLOWS:
AYES: SHIELDS, TROVATO, BYRNE, TWADELL, VALERIO, ROKAITIS, ROBUCK
NAYS: NONE

4. AGENDA REVIEW

Please add 7.B MLS Workshop; 7.C Byrd School; and 10.G Lions Club

5. LIBRARIAN'S REPORT

Director Faklis reviewed the following:

- Mary Jane O'Brien has submitted her resignation. Ruth has received 10 resumes so far for the position. Trustee Rokaitis inquired about the requirements for Mary Jane's position and Ruth informed him that you have to have a MLS that is ALA accredited.
- Bill McNamara's wife of 51 years recently passed away.
- Carroll Seating will have our furnishings done in January.
- Barb Gagle from the Burbank Police Department joined us for our annual in-service day answering questions on emergency situations for the staff. We will be having a test-run on what to do in case of an emergency which the Burbank SWAT team will conduct in the near future.
- It was noted that Sheri Starr has recently created 'instructional videos' for the library; and announced that circulation is up.
- Our display case contains a display of Reavis student artwork.
- Kim Scott is doing very well with the children's department, her department has been hosting drama and chess clubs as well as the popular 'Twilight program' recently.

6. FINANCIAL REPORTING

MOTION TO PAY BILLS AND PLACE THEM ON FILE WAS MADE BY TRUSTEE TROVATO AND SECONDED BY TRUSTEE TWADELL WITH A ROLL CALL VOTE AS FOLLOWS:

AYES: SHIELDS, TROVATO, BYRNE, TWADELL, VALERIO, ROKAITIS, ROBUCK

NAYS: NONE

7. CORRESPONDENCE

- We sent a wreath to the McNamara family and have received a thank you card.
- MLS is offering a workshop on public libraries for Trustees. Let Ruth know if you would like to attend.
- Byrd School sent a thank you note regarding a presentation Director Faklis offered on international storytelling.
- We rolled over \$241,000, earmarked for the bathrooms on the adult side.

8. COMMITTEE REPORTS

- The lighting was ordered for Sheri's office; other renovations to the building were also noted.
- Ruth went thru the library with Rudy Cusay from Frega Architects, who is going to itemize the costs of the anticipated renovation projects.

9. OLD BUSINESS

MOTION WAS MADE BY TRUSTEE BYRNE TO REIMBURSE DIRECTOR FAKLIS FOR THE STAFF HOLIDAY PARTY EXPENSES, AND SECONDED BY TRUSTEE ROBUCK WITH A ROLL CALL VOTE AS FOLLOWS:

AYES: SHIELDS, TROVATO, BYRNE, TWADDELL, VALERIO, ROKAITIS, ROBUCK

NAYS: NONE

ABSENT: NONE

- We will be attending a fourth court date on December 18, 2008 at Bridgeview Courthouse for the May incident.
- The Levy has to be filed on December 19, 2008.

10. NEW BUSINESS

- Ruth discussed having a mural done in the Youth Services Department for the 'apple green' wall. The muralist the library would like to hire would charge \$10,000 and would have the mural done in four weeks before beginning his next semester at the Art Institute. Ruth did price compare online and the muralist is substantially cheaper than other artists. At this time the Board denied the action to contract this artist and requested to compare two other muralists to this muralist. Also, the Board requested Kim Scott and the muralist be present at the February board meeting as well as come up with two other themes other than the 'fairy theme'. Overall, the Board requested that Director Faklis compare three artists total with three different themes each and present it in the near future for review.
- Staff input was gathered on our in-service day for our 2009-2013 strategic plan.
- ILA updates are enclosed. Ruth inquired if anyone wants to attend the February 28, 2009 Trustee Workshop to please let her know.
- Please vote for the Burbank Cultural Art League.

11. PUBLIC PARTICIPATION

None

12. ADJOURNMENT

MOTION TO ADJOURN THE MEETING AT 8:22 P.M. WAS MADE BY TRUSTEE ROBUCK AND SECONDED BY TRUSTEE SHIELDS WITH A VOTE OF 7 AYES; 0 NAYS; 0 ABSENT.