

Lyons Public Library Board of Trustees
Minutes of Meeting
February 11, 2014

1. Vice President Sharon Sabor called the regular meeting of the Lyons Public Library Board of Trustees to order at 6:37 PM in the Ruth Ingalls Room. Roll Call: Turlek, Zynda, Iwankiw, and Sabor. Will, Douglas and Kawa absent. Also present: Director Daniel Powers and Administrative Assistant Audrey Klawiter.
2. The Board started the meeting with the Pledge of Allegiance.
3. **Additions or Corrections to Agenda:** None
4. **Public Comments:** None
5. **Minutes:** Motion to approve the minutes of the regular meeting minutes of January 14, 2014, with correction was made by Carole Turlek; seconded by Sharon Sabor. 3 ayes; 0 nays; Iwankiw abstains. Will, Kawa and Douglas absent.
6. **Correspondence:** Letter from the Illinois Secretary of State office regarding the Per Capita Grant for 2014 was presented. The Lyons Public Library has been awarded \$13, 411.25. The check will be received later in the year.
7. **Financial & Librarian Reports:**
 - a) **Amended December's Treasurer's Report:** The board reviewed the amended report for the month of December.
 - b) **January Treasurer's Report:** The board reviewed the January report.
 - c) **Warrant #692** in the amount of \$45,301.12. Motion to approve was made by Carole Turlek; seconded by Victor Zynda. **Roll call vote: Turlek, Zynda, Iwankiw and Sabor. 4 ayes; 0 nays. Will, Kawa and Douglas absent.**
 - d) **Warrant #693** in the amount of \$15,326.76. Motion to approve was made by Carole Turlek; seconded by Victor Zynda. **Roll call vote: Turlek, Zynda, Iwankiw and Sabor. 4 ayes; 0 nays. Will, Kawa and Douglas absent.**
 - e) **Director's report:** The board received the director's report. Dan updated the board with the replacement/installation of the new HVAC unit. Vice President Sharon Sabor signed the contract for Murphy & Miller for the installation of the new HVAC unit. Dan mentioned the completion of the new shelving unit in the Youth Services.
 - f) **Other:** None
8. **Unfinished Business:**
 - a) **Library Policies/Procedures:**
 - a. **Photo Release Policy:** The photo release policy was revised by Kathie Henn. Motion to approve including non-library staff members as indicated by Kathie Henn was made by Carole Turlek; seconded by Victor Zynda. 4 ayes; 0 nays. Will, Kawa and Douglas absent.
 - b. **Budget & Finance Policy:** No motion was made. The board would like Dan to present to the board next meeting with corrections.
 - c. **Authority to Spend Policy:** Motion to accept with no changes was made by Victor Zynda; seconded by Carole Turlek. 4 ayes; 0 nays. Will, Kawa and Douglas absent.
 - b) **Custodial Services:** The board was presented with three proposals for custodial services. Motion to accept CleanNet for 3 days a week with price quoted was made by Carole Turlek; seconded by Victor Zynda. 4 ayes; 0 nays. Will, Kawa and Douglas absent.
 - c) **Charitable Donation:** Dan informed the board that he has looked at the zoning map for the village. The library does not fall under a residential area. They asked him to follow up with Denise and keep them informed.
 - d) **Other:** None
9. **New Business:**
 - a) **Other:** Compliments were given on the redesign of the youth service and the board is happy the library is moving in the right direction.
10. **Other Business:**
 - A. **Baseball sponsorship:** The board declined making a donation to the Lyons McCook Little league.

11. **Executive Session:** Motion to move into executive session at 7:35 PM to discuss personnel matters was made by Carole Turlek; seconded by Victor Zynda. 4 ayes; 0 nays. Will, Kawa and Douglas absent.
Motion to resume regular session at 8:13 PM was made by Carole Turlek; seconded by Victor Zynda. 4 ayes; 0 nays. Will, Kawa and Douglas absent.
12. **Announcements:** None.
13. Motion was made at 8:13 PM to adjourn the meeting by Carole Turlek; seconded by Victor Zynda. 4 ayes; 0 nays. Will, Kawa and Douglas absent.