

**Clarendon Hills Public Library  
Board of Trustees**

Minutes of July 20, 2010 Board Meeting

**Present:**

Trustees Steve Ostrodka, Len Foehner, Jan MacLeod, Maureen Scully, Diane Windisch and Library Director Lori Craft.

The meeting was called to order at 7:03 p.m.

The minutes of the [June 15](#), 2010 meeting were approved.

**Treasurer's Report:**

Treasurer MacLeod explained that the library will take its money out of the Illinois Fund and place it in the Bank of Clarendon Hills. \$150,000 will be put in a one year Certificate of Deposit and \$150,000 will be placed in a two year CD. The remainder will be placed in an interest bearing savings account.

The Board went into Executive Session at 7:10 and reconvened the general meeting at 7:20.

**Report of Library Affairs:**

Director Craft reported that \$1,380.45 was made on the book sale and thanked volunteers who contributed over 145 hours to the project.

Board, staff and volunteers may purchase a polo shirt with the library's name on it.

Work is proceeding on a fundraising calendar to sell to the public. The patrons may have their pictures taken to be included on a specific date on the calendar.

Director Craft and Krista Devlin will be at the Dancin' in the Streets on [July 21](#) to offer two raffle drawings and distribute library information flyers.

**Buildings and Grounds:**

The board moved to allocate up to \$3000 for brick repairs; after reviewing bids, the board decided to let Director Craft decide between the two contracts.

The board asked that a second bid be obtained for construction of the canopy over the back door.

A motion was made and approved to change our cleaning contract to Jani King Cleaning Service.

The building will be cleaned three times per week, for a cost of \$629.00 per month.

**Unfinished Business**

The board discussed various options for updating our Book, Bytes and Beyond Flyer. The board approved a motion to change the flyer to a six page fold out, on glossy paper, with two colors for a cost of \$1,298. The flyer will be published four times per year.

Trustee Ostrodka reviewed chapters 6 and 7 of the Illinois Library Standards. In regards to access to collection, the library is in compliance with the standards. CHPL is also in compliance with collection management and resource sharing.

As a Per Capita Grant requirement, the board reviewed the library's Green Plan.

The Ice Cream Social is planned for [August 19](#).

**New Business:**

The Board of Trustees voted to accept the SWAN agreement. This document legally separates SWAN from its connection with the Metropolitan Library System.

The Board discussed the political implications of asking library patrons to lobby their state representatives about funds the state owes Illinois library systems for 2010. It was agreed that in the future any library literature asking for the action step of contacting a politician would be put before the Board before being put out for the public.

The meeting was adjourned at 8:55 p.m.

Minutes submitted by Diane Windisch