

**BALDWIN PUBLIC LIBRARY BOARD MEETING**

**December 17, 2007**

- Present** Paul Vander Meer, Ileana Thal, Michael Earl, Ann Conigliaro, Seth Chafetz, David Underdown
- Absent** None
- Staff** Martha Custer – Director, Wendy Lampert – Administrative Assistant, Kathy Pfister – Administrative Assistant, Doug Koschik – Associate Director
- Guests** Margaret Betts, Joan Heinicke, Warren Spatz, Lee Peddie
- Call to Order** President Paul VanderMeer called the meeting to order at 7:31 P.M.
- Consent Agenda** Ileana Thal made a motion to approve the consent agenda. Ann Conigliaro seconded. Seth Chafetz requested that Item C be removed from the consent agenda.  
VOTE: Yeas, Michael Earl  
David Underdown  
Seth Chafetz  
Ileana Thal  
Ann Conigliaro  
Paul Vander Meer  
Nays, None  
Absent, None
- Financial Report** Seth Chafetz moved to transfer \$40,000 from budget line item 3132 Library maintenance to budget line item 1001 Salary and wages. David Underdown seconded.  
VOTE: Yeas, Michael Earl  
David Underdown  
Seth Chafetz  
Ileana Thal  
Ann Conigliaro  
Paul Vander Meer  
Nays, None  
Absent, None

Marti Custer asked the Board if there were any questions on the audit that was distributed at last month's meeting. Marti Custer announced that Lynn Gustafson has resigned as financial consultant.

**President's Report**

A copy of the Library's Mission, Vision and Values was framed and will be hung in the Library's Board Room.

Paul Vander Meer reminded the Board of a strategic work session occurring on January 20, 2008 at 10:00AM.

Paul Vander Meer assigned new Board members to existing committees as follows:

Buildings and Grounds – Ileana Thal and David Underdown

Policy – Seth Chafetz and Ileana Thal

Personnel – Ann Conigliaro and Paul Vander Meer

Finance – Michael Underdown and Ann Conigliaro

Paul Vander Meer spoke with the president of the Friends of the Library and it was mutually agreed that Warren Spatz will act as liaison to both boards.

Marti distributed copies of the Library Board Strategic Guide. Paul Vander Meer suggested that the board members review the book and prepare for discussion at next month's meeting.

**Library Report**

Marti Custer reported that Metronet has responded to IOC denying owing any money and threatening to countersue.

**Friends of the Library**

Warren Spatz announced that the Friends of the Library had no meeting this month and will meet next in February.

**Beverly Hills**

No report.

**Miscellaneous**

The Board discussed the 2008 – 2009 budget and the Library's millage rate. Marti Custer stated the City would not have figures for the Library until after January 1<sup>st</sup>.

Marti informed the Board that the Library intends to have three employees attend the PLA conference in March.

Ileane Thal made a motion to approve vouchers in the amount of \$300,253.19. Ann Conigliaro seconded the motion. The Board discussed the Library's memberships in the community.

VOTE: Yeas, Michael Earl  
David Underdown  
Ileane Thal  
Ann Conigliaro  
Paul Vander Meer  
Nays, Seth Chafetz  
Absent, None

Marti Custer presented the vouchers in the amount of \$300,253.19 to Michael Earl to be signed.

The Board recognized Wendy Lampert's service to the Library and the Board. Marti Custer introduced Kathy Pfister who will assume Wendy Lampert's position.

**Public Comment**

None.

It was noted that the City sidewalks approaching the Library have been hazardous and Seth Chafetz agreed to bring this to the City's attention.

**Adjournment**

The December 17, 2007 meeting of the Baldwin Public Library Board of Directors was adjourned at 8:46 P.M. Motioned by Seth Chafetz. Ann Conigliaro seconded.

VOTE: Yeas, Michael Earl  
David Underdown  
Seth Chafetz  
Ileane Thal  
Ann Conigliaro  
Paul Vander Meer  
Nays, None  
Absent, None

# January 2008

# Minutes

## Next Meeting

January 28, 2008 at 7:30 P.M. in the Board Room

---

Michael Earl  
Secretary, Board of Trustees  
Baldwin Public Library

Minutes prepared by Kathy Pfister