



**MINUTES OF THE LA GRANGE PUBLIC LIBRARY
BOARD OF TRUSTEES REGULAR MEETING
March 16, 2010**

PRESENT: Becky Spratford, Bill Coffee, Caroline Coryell, Mary Nelson, Rose Taylor, Steve Wolf

ABSENT: Jane Byczek

STAFF: Jeannie Dilger-Hill, Bridget Bittman, Debbie Darwine, Pat Prohl, Kelly Durov, Nancy Roy, Brooke Sievers, Noël Zethmayr

VISITORS: Peg Carlson

Meeting opened by President Becky Spratford at 7:33 p.m.

PUBLIC COMMENTS ON THE AGENDA: None

MOTION: Moved by Mary Nelson and seconded by Caroline Coryell to approve all minutes which were presented by omnibus vote.

Roll call vote was taken: Bill Coffee-aye, Caroline Coryell-aye, Mary Nelson-aye, Rose Taylor-aye, Steve Wolf-aye, Becky Spratford-aye.

MOTION CARRIES

COMMUNICATIONS: Becky Spratford reviewed communications. Jeannie Dilger-Hill noted the library had received a lot of national publicity this month.

DIRECTOR'S REPORT: Jeannie Dilger-Hill reported ILA Advocacy Day will not be held in Springfield this year. Everyone is encouraged to visit legislators in their home offices. Discussion regarding visiting legislators on Friday, April 9th or Monday, April 12th followed.

Jeannie Dilger-Hill started meeting with School District superintendents in March to present our strategic plan.

A representative from Dauphin Furniture came out to look at the fabric on furniture in Youth Services. We were informed it was clearly the fabric that was wearing and they will replace all three chairs and couch at no charge.

Interior cameras will be installed Thursday. A lift will be needed for a few exterior cameras which will require blocking half the parking lot for a couple of hours. Next week is good because of spring break.

Discussion regarding the ongoing book sale followed. Bridget Bittman noted the Friends raised \$1,063.46 at the one day sale. The two new kilowatt readers ComEd offered to libraries were taken home by Bridget Bittman and tried out; discussion followed.

Story Sacks the Friends purchased have come in; they are awfully cute. This is the second year we've participated in Parent University and received good traffic. Birthday books are now available and we are launching Facebook and Twitter pages.

Circulation statistics were reviewed. Jeannie Dilger-Hill noted we are following the same circulation pattern; discussion followed. It was noted August is not a good time to have programs. We may possibly move an in-service day to August. It might also be a good month to pave the parking lot. Review of the comments and suggestions followed.

Becky Spratford asked for approval of the March 2010 warrants.

MOTION: Moved by Mary Nelson and seconded by Steve Wolf to approve warrant #252 in the amount of \$142,126.90. All members approved.

MOTION CARRIES

TREASURERS REPORT: Caroline Coryell reported our expenses have been less than we expected, so we are doing quite well. We are looking at the idea of some CDARS. Caroline Coryell noted people are spending responsibly.

COMMITTEES:

Building and Grounds—No report

Finance, Personnel and Archives—Under New Business

Legislation & MLS—Bill Coffee reported there was a lot happening at MLS. There were two meetings this week because Alice Calabrese is leaving. The LIMRiCC board is now separate from the MLS board. Bill Coffee noted MLS saved \$3000 in one month with ComEd by cutting back on energy consumption. Gretel Stock-Kupperman is leaving; a consultant is coming in for the transition.

Planning and Policy—Under New Business

Friends of the Library Liaison—No report

Fundraising & Advocacy—No report

Long Range Planning—No report

Village Liaison—No report

UNFINISHED BUSINESS: Becky Spratford reported she had reviewed the information Jeannie Dilger-Hill had gathered from other libraries regarding Board Committee Charges.

The board was asked to look over the descriptions during the next month. Bill Coffee asked for a printed copy in his mailbox. Jeannie Dilger-Hill asked if any other board members would like a printed copy. Discussion regarding each committee followed.

NEW BUSINESS: Caroline Coryell asked Jeannie Dilger-Hill to present the Preliminary Budget for 2010-11. Two graphs were presented for an overview of what changes. Materials will stay at 12% but we have managed to cut back on our operating expenses. We are putting more into capital because of computer and furniture needs. It looks like we will be able to put more into the Special Building Fund at end of year; capital is going up so salaries and benefits are going down. We are getting a 7% increase in property tax but other things are not, so we are getting an overall increase of about 5%. Becky Spratford noted there will be further details about where money is going at the April meeting.

Chapter 7 “Collection Management and Resource Sharing” of Serving Our Public 2.0: Standards for Illinois Public Libraries was reviewed. Jeannie Dilger-Hill noted many items are things we have heard from the public.

Jeannie Dilger-Hill presented the changes to the Programs Policy. It was last reviewed in the fall. We have added in some language in order to cover and protect ourselves.

MOTION: Moved by Bill Coffee and seconded by Rose Taylor to approve the changes to the Programs Policy. All members approved.

MOTION CARRIES

Jeannie Dilger-Hill presented the new Partnership/Sponsorship Policy. It was originally called Program Partnership and has not been reviewed since Jeannie Dilger-Hill came on board. Workshops for partnering with other organizations have been attended. Mary Nelson questioned why the Library Director is giving approval and not the Board. Jeannie Dilger-Hill gave a few examples.

MOTION: Moved by Bill Coffee and seconded by Caroline Coryell to approve the new Partnership/Sponsorship Policy. All members approved.

MOTION CARRIES

Jeannie Dilger-Hill reviewed the changes to Personnel Policies: General Information.

MOTION: Moved by Rose Taylor and seconded by Mary Nelson to approve the changes to Personnel Policies, General Information as amended. All members approved.

MOTION CARRIES

Jeannie Dilger-Hill reviewed the changes to Personnel Policies: Compensation.

MOTION: Moved by Bill Coffee and seconded by Rose Taylor to approve the changes to Personnel Policies, Compensation. All members approved.

MOTION CARRIES

Jeannie Dilger-Hill reviewed the changes to Personnel Policies: Vacation.

MOTION: Moved by Bill Coffee and seconded by Mary Nelson to approve the changes to Personnel Policies, Vacation. All members approved.

MOTION CARRIES

Becky Spratford noted a need for a Nominating Committee meeting in April. Steve Wolf and Bill Coffee will meet sometime prior to the April board meeting. Jeannie Dilger-Hill suggested meeting 15 minutes before the next board meeting.

PUBLIC COMMENTS NOT ON AGENDA: Peg Carlson asked about the new logo. Becky Spratford advised her we will be rolling it out in April.

MOTION: Moved by Caroline Coryell and seconded by Bill Coffee to move into Executive Session pursuant to 5 ILCS 120/2, Section C8 – security procedures. Roll call vote was taken: Bill Coffee-aye, Caroline Coryell-aye, Mary Nelson-aye, Rose Taylor-aye, Steve Wolf-aye, Becky Spratford-aye.

MOTION CARRIES

Meeting moved into Executive Session at 8:36 p.m.

Meeting returned to Open Session at 8:41 p.m.

No decisions were reached in Executive Session.

MOTION: Moved by Caroline Coryell and seconded by Steve Wolf to adjourn the meeting. All members approved.

MOTION CARRIES

Meeting adjourned at 8:42 p.m.

Respectfully submitted,

Nancy Roy
Administrative Secretary