



**MINUTES OF THE LA GRANGE PUBLIC LIBRARY  
BOARD OF TRUSTEES REGULAR MEETING  
April 20, 2010**

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**PRESENT:** Becky Spratford, Jane Byczek, Bill Coffee, Caroline Coryell, Mary Nelson, Steve Wolf

**ABSENT:** Rose Taylor

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

**VISITORS:**

Meeting opened by President Becky Spratford at 7:32 p.m.

**PUBLIC COMMENTS ON THE AGENDA:** None

**MOTION:** Moved by Bill Coffee and seconded by Mary Nelson to approve the minutes of the Regular Board Meeting of March 16, 2010. All members approved.

**MOTION CARRIES**

**COMMUNICATIONS:** Becky Spratford reviewed the email communication memo. Board members were asked if anyone would like to attend the LACONi dinner.

**DIRECTOR'S REPORT:** Jeannie Dilger-Hill reported the big news this month was the Logo rollout. We have started talking about the strategic plan with the Village, schools, and the Park District. The Park District is definitely excited about the partnership opportunities and has been the only one that has taken us up on going to their Board. Jane Byczek and Jeannie Dilger-Hill will attend the Park District's board meeting in May.

We have received a 60 page roofing report. The Building and Grounds Committee will schedule a meeting.

Last month we talked about the book sale which got volunteers interested in helping us. The Big Read has started; we are getting a good turn-out. Seventy people attended the La Grange Theatre Sunday night to view Food Inc.

The meeting rooms are becoming busier and busier. We are occasionally struggling with room set-ups since Ken is not here at night. Ways in which we can streamline the process are being looked into. Mary Nelson suggested using some of the volunteers that have been here lately.

Debbie Darwine was asked what the attendance for Things Fall Apart was; she responded 14. LTA practicum student, Joanne Steichmann made rounds through the departments and created the display in the vestibule.

Battle of the Books has started. We have signed up for Google alerts which will allow us to see if the La Grange Public Library shows up on someone's website. It was noted that Facebook became the second most visited site in March.

After a few quiet months, we have received some donations. Comments and suggestions were reviewed. Jeannie Dilger-Hill reviewed the change in wording on the Comments and Suggestion form. Bill Coffee noted the change made sense.

Noel Zethmayr narrated the travel footage she took with her flip video camera in order to arrive at the PLA conference in Portland on time. After arriving at Midway Airport at 5:00 a.m., flying to numerous western states, and driving three hours to Portland staff arrived at their hotel in Portland at 11:30 p.m.—1:30 a.m. Chicago time. Noel felt it was lucky that she, Debbie Darwine, Jeannie Dilger-Hill and Kelly Durov got to stay together throughout their journey. Caroline Coryell noted it was the best write-up of a meeting and she enjoyed reading it. Choose Privacy Week, which is the first week in May every year, was highlighted. Noel felt we could start with creating displays on privacy and make it into a library wide program. Kelly Durov reported on multi-generations in the workplace. When you are born shapes what type of worker you are. Kelly highlighted some characteristics of Matures, Baby Boomers, Gen X, Millennials. Jeannie Dilger-Hill reported on the Library to Go session and the huge variety of different things going on at various libraries. Jeannie also spent a lot of time in the exhibits and commented she had got as much from them as from the sessions. Discussion regarding the different types of machines being used to dispense/return books and possible locations followed, along with other technology such as automated check-in machines. The Less is More session for creating space in small library spaces was beneficial; discussion regarding installing cyberbars for laptops followed. Becky Spratford noted this would be useful since more and more people bring their own computers to the library. Debbie Darwine reported on the Reimagine, Reinvent, Reallocate program she attended. Many librarians are still print-biased and patrons are becoming format-neutral. The Aarhus Public Library Transformation Lab series was discussed.

Becky Spratford asked for approval of the April 2010 warrants.

**MOTION:** Moved by Caroline Coryell and seconded by Mary Nelson to approve warrant #253 in the amount of \$196,070.69. All members approved.

### **MOTION CARRIES**

**MOTION:** Moved by Caroline Coryell and seconded by Mary Nelson to approve warrant #2-54 in the amount of \$6,454.19. All members approved.

### **MOTION CARRIES**

**TREASURERS REPORT:** Caroline Coryell reported the Illinois Funds interest went up a bit. We are still looking at the possibility of going to something other than Illinois Funds which we have talked about for some time; a Finance Committee Meeting needs to be scheduled. Caroline Coryell noted Chase Bank charges have been going up constantly and we are negotiating with

them. Right this minute we are in good shape but we will look into what we can do with our finances; part of our Long Range Plan is to look into an investment plan.

**COMMITTEES:**

Building and Grounds—Will set up a meeting.

Finance, Personnel and Archives—Will set up a meeting.

Legislation & MLS—Bill Coffee reported he attended the monthly MLS meeting yesterday. There have been on-going meetings with the President, Vice President and Executive Director. They are looking into making SWAN a separate entity from MLS. Things are very up in the air and they are hoping money comes in from the state. They have been told by the state library that they will have funds next year. Right now they are deciding whether to hire an Executive Director; it is being studied by the MLS board.

Planning and Policy—No report

Friends of the Library Liaison—Jane Byczek reported she was not able to attend the executive meeting because of the date change. Bridget Bittman reported the biggest update is the book sale. The annual meeting is a week from tonight and will be part of the Big Read Program; 75 people have signed up. People are being encouraged to sign up for volunteer opportunities.

Fundraising & Advocacy—No report

Long Range Planning—No report

Village Liaison—No report

**UNFINISHED BUSINESS:** Becky Spratford presented the Committee Charges to be put in place in May.

**MOTION:** Moved by Bill Coffee seconded by Steve Wolf to approve the Committee Charges. All members approved.

Becky Spratford noted she needs to be advised whether or not they want to be on a Committee. Bridget Bittman asked if they would like a Board Photo; Becky Spratford responded yes.

**MOTION CARRIES**

**NEW BUSINESS:**

Becky Spratford commented she loved the way budget was presented this year and appreciated the detail.

**MOTION:** Moved by Caroline Coryell and seconded by Steve Wolf to approve the 2010-2011 Operating Budget. All members approved.

Jeannie Dilger-Hill reported our operating income will see an increase of 5% and reviewed budgeted amounts and percentages. Partnering with the community, enhancing customer service, additional furniture and technology replacement were highlighted. It was noted we are still spending 12% on materials. In order to create awareness, we will spend some money on bags, shirts, etc. and have added some money for graphic design services. Andrea Barnish was extremely helpful with the new logo and there are a few more things we still need to do. We have also added 2.5 additional hours for Vince as an interim measure; discussion followed.

### **MOTION CARRIES**

Jeannie Dilger-Hill reviewed Serving Our Public Chapter 6 – Per Capita Grant Requirement. It was noted we are in compliance with Appendix N. Numbers 12, 15 & 16 were discussed.

The 2010-2011 Board Calendar was reviewed. Changes and additions were noted. Jeannie Dilger-Hill commented we might see action steps, possibly in June, for the Circulation Policy.

Steve Wolf reported the Nominating Committee unanimously agreed to retain Becky Spratford as President, Jane Byczek as Vice President, Caroline Coryell as Treasurer and Rose Taylor as Secretary in the May meeting.

### **PUBLIC COMMENTS NOT ON AGENDA:**

**MOTION:** Moved by Caroline Coryell and seconded by Bill Coffee to move into Executive Session pursuant to 5 ILCS 120/2, Section C5 – purchase of property. Roll call vote was taken: Jane Byczek-aye, Bill Coffee-aye, Caroline Coryell-aye, Mary Nelson-aye, Steve Wolf-aye, Becky Spratford-aye.

### **MOTION CARRIES**

Meeting moved into Executive Session at 9:02 p.m.

Meeting returned to Open Session at 9:37 p.m.

No decisions were made in Executive Session.

**MOTION:** Moved by Bill Coffee and seconded by Mary Nelson to adjourn the meeting. All members approved.

### **MOTION CARRIES**

Meeting adjourned at 9:38 p.m.

Respectfully submitted,

Nancy Roy  
Administrative Secretary