



**MINUTES OF THE LA GRANGE PUBLIC LIBRARY
BOARD OF TRUSTEES REGULAR MEETING
October 20, 2009**

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

ABSENT:

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

VISITORS: Peg Carlson

Meeting opened by President Becky Spratford at 7:04 p.m.

PUBLIC COMMENTS ON THE AGENDA: None

Becky Spratford thanked Peg Carlson for her interest in attending the Board meeting.

MOTION: Moved by Bill Coffee and seconded by Rose Taylor to approve the minutes of the Regular Board Meeting of September 15, 2009. All members approved.

MOTION CARRIES

COMMUNICATIONS: The Village of La Grange Fire Department and La Grange Area Historical Society thank-you letters were reviewed. Discussion regarding the donated basket followed.

Caroline Coryell and Mary Nelson arrived at 7:08 p.m.

Jeannie Dilger-Hill reported an additional communication had been received yesterday from the Village of La Grange. A TIF meeting, asking all taxing bodies to send a representative Thursday, October 29, 2009 at 7:00 p.m. to Village Hall, has been scheduled. Mary Nelson noted she will definitely attend.

DIRECTOR'S REPORT: Prior to reviewing the written report, Jeannie Dilger-Hill reported a Board, Friends, and Staff tree trimming/ornament making party has been scheduled for Friday, November 13, 2009 from 1:00 p.m. – 7:30 p.m.; pizza will be served 6:00 p.m. Jeannie also noted Linda Montelo suggested having the staff award ceremony prior to the November 17, 2009 Board Meeting. Becky Spratford will bring refreshments.

Highlights of the written report were reviewed. ResearchPro databases have been added to the website in both an alphabetical and subject list. In addition, multiple databases may be searched at once. There is also a new mobile site containing basic Library information. Rose

Taylor questioned the number of hits received per month on the website; Jeannie Dilger-Hill responded it was in the thousands.

Bill Coffee commented he was impressed with the museum program and noted every one of the museums was used. Rose Taylor felt it would be interesting to know how many passes were used out of the ones issued.

Patcraft carpeting is coming in on Thursday to show us how to clean the carpeting; discussion followed.

Statistics regarding the Study Rooms were reviewed. Jeannie Dilger-Hill noted video games are out and displayed in Youth Services and Adult Services. We have received some donations after a few months of not receiving any; Eric and Becky Spratford were thanked for their easel donation. The article appearing in Comics Buyer's Guide regarding Nancy Bent's ISBN suggestion was discussed.

Patron comments and suggestions were reviewed. There was discussion regarding not having a self-checkout station at wheelchair height. We will possibly look into an automatic door opener for Youth Services. It was noted it is difficult to see materials on the side shelves at the front desk; we are experimenting with putting some children's books there. The new copier is coming tomorrow. The couple of requests for items have been routed to the proper selector. Discussion regarding Prairie Trail's loan period followed. Buildings and Grounds is looking into a possible security camera for the parking lot.

Becky Spratford asked for approval of the October 2009 warrants.

MOTION: Moved by Bill Coffee and seconded by Rose Taylor to approve warrant #247 in the amount of \$181,521.66. All members approved.

MOTION CARRIES

TREASURERS REPORT: Caroline Coryell reported there was not a lot going on. The Illinois Funds was a tad higher. The Library will be losing \$2,749 because of the Village's levy reduction. We have received more money from property taxes than in prior years.

It was noted we have had no communication with Maggio for three weeks and the other side has a month to appeal. Becky Spratford questioned how much money was left which needs to be spent on the new building and requested a report be sent to Caroline Coryell. Until all new building funds have been spent, Becky Spratford requested it be included in the Treasurers report.

COMMITTEES:

Building and Grounds—None

Finance, Personnel and Archives—Jane Byczek arrived at 7:42 p.m. A meeting was set for November 11, 2009 at 7:00 p.m.

Legislation & MLS—Bill Coffee reported that at the MLS meeting yesterday, four legislators had committed to go back and ask for money again. Discussion regarding the reduction of LIMRiCC board members followed. Mary Nelson noted the reduction seems drastic.

Planning and Policy—Report below

Friends of the Library Liaison—Bridget Bittman reported on the meeting of October 6, 2009. The new officers are working out nicely. They have taken in \$150 in memberships; people are joining with a passion. Volunteer opportunities are working on two main areas--a book sale and an event. They will also recruit volunteers by using website, emails, etc. There was talk about an annual fundraising campaign and are in the process of making changes. Karl Fresa, who is a commercial artist, will work on a design for bookmarks and car decals. The Friends have been invited to the tree trimming party on November 13, 2009. They have agreed to have a general membership meeting before the Big Read program. The Big Read book will be put on Twitter.

Fundraising & Advocacy—Mary Nelson noted the meeting scheduled for October 13, 2009 was cancelled due to illness. It was rescheduled for Tuesday, November 3, 2009 at 7:00 p.m.

Long Range Planning—Report below

Village Liaison—There is a TIF meeting on October 29, 2009 at 7:30 at the Village Hall.

UNFINISHED BUSINESS: Jane Byczek reported the Board strategic plan committee met yesterday and the staff committee met today. The mission, tag line, and vision were reviewed and Jane Byczek noted the staff had done a great job. Changes made under goals and objectives were then reviewed.

MOTION: Moved by Bill Coffee seconded by Rose Taylor to approve the Strategic Plan as amended. All members approved.

MOTION CARRIES

Jane Byczek noted everything we do for the next five years will come back to the Strategic Plan. Discussion regarding publicizing the plan followed. Bridget Bittman was asked to contact the papers and possibly have some results will put on website.

Bill Coffee reported there were two meetings with the group from Harrington College of Design. The designs were all phenomenal and it was tough to narrow it down to four. Jeannie Dilger-Hill presented the four designs. The Board unanimously agreed on the tree design. Discussion regarding color palettes and fonts followed. Bill Coffee noted there will still be two more meetings with the college.

MOTION: Moved by Bill Coffee and seconded by Steve Wolf to accept option number three, the tree design, as the Library's logo. All members approved.

MOTION CARRIES

NEW BUSINESS: The proposed amendments to the LIMRiCC By-laws & Intergovernmental Agreement were presented and reviewed. Discussion regarding fees and costs followed. Jeannie Dilger-Hill noted Scott Remmenga assured her that all changes were beneficial to members. Mary Nelson questioned the discovery period. Jeannie Dilger-Hill pointed out that we were members of JSIP and UCGA but not PHIP.

MOTION: Moved by Bill Coffee and seconded by Rose Taylor to approve the resolution in order to execute the proposed amendments to the LIMRiCC By-laws and Intergovernmental Agreement.

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

MOTION CARRIES

Jeannie Dilger-Hill reviewed the changes to the Study Room Policy. Patrons no longer need to be La Grange cardholders to use the study rooms but must have a valid MLS library card. La Grange cardholders can book a room for two hours and can reserve it in advance. Other cardholders can book a room for one hour, on a first-come, first-served basis.

MOTION: Moved by Bill Coffee and seconded by Steve Wolf to accept the changes to the Study Room Policy. All members approved.

MOTION CARRIES

Jeannie Dilger-Hill reviewed the changes to the Dierkes Community Room Policy. The policy now specifically states that private parties are not allowed and that any deposit unclaimed after 60 days will be considered a donation to the Library.

MOTION: Moved by Bill Coffee and seconded by Mary Nelson to accept the changes to the Dierkes Community Room Policy. All members approved.

MOTION CARRIES

Jeannie Dilger-Hill presented a memo for joint-sponsored library programs. It was noted we would be charging a fee to pay the instructor in a situation where the library has partnered with someone. Becky Spratford suggested looking at making it a policy or to add language to the Program Policy which would address it. Rose Taylor noted it is still a service to the community and we are charging for cost recovery. Steve Wolf noted we need to work on the wording so it doesn't get out of control.

MOTION: Moved by Jane Byczek and seconded by Bill Coffee to accept this request and in the future add language to the Program policy. All members approved.

MOTION CARRIES

Bill Coffee recommended the Smoking Policy be removed, as this is now covered under the Behavior Policy.

MOTION: Moved by Jane Byczek and seconded by Bill Coffee to remove the smoking policy. All members approved.

MOTION CARRIES

PUBLIC COMMENTS NOT ON AGENDA: None

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

MOTION CARRIES

Meeting adjourned at 8:55 p.m.

Respectfully submitted,

Nancy Roy
Administrative Secretary