

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF LIBRARY TRUSTEES
OF THE VILLAGE OF CAROL STREAM**

**Carol Stream Public Library
616 Hiawatha Drive
Carol Stream, IL 60188**

DATE: January 21, 2004

TIME: 7:30 p.m.

PLACE: Conference Room

I. CALL TO ORDER

Secretary Donald George called the Regular Meeting of the Board of Library Trustees to order at 7:30 p.m.

PLEDGE TO THE FLAG

Secretary George led those in attendance in the Pledge of Allegiance to the Flag.

II. ROLL CALL

Secretary George called the roll.

Present: Trustees Hudspeath, Ranck, Morrow, George, and Siegman

Absent: Trustee Anderson, Trustee Douglas

Also Present: Assistant Director Ann Kennedy

ELECTION OF ACTING PRESIDENT FOR THE MEETING

Trustee Morrow moved and Trustee Ranck seconded that Trustee Hudspeath be appointed Acting President for the meeting. Motion carried.

Ayes.....4 Trustees Ranck, Morrow, George and Siegman

Nays0 None

Absent or

Not Voting.....3 Trustees Hudspeath (abstain), Anderson (absent), and Douglas (absent)

Acting President Hudspeath assumed the chair.

IV. PUBLIC PARTICIPATION

There was no one present to address the Board of Library Trustees.

ADOPTION OF CONSENT AGENDA

Trustee Morrow moved and Trustee Siegman seconded to establish a consent agenda for the Regular Meeting of January 21, 2004. Motion carried.

Ayes 5 Trustees Hudspeath, Ranck, Morrow, George, and Siegman
Nays 0 None
Absent or
Not Voting 2 Trustees Anderson (absent) and Douglas (absent)

Trustee Ranck moved and Trustee Morrow seconded to put the following items on the Consent Agenda for the Meeting. Motion carried.

Ayes 5 Trustees Hudspeath, Ranck, Morrow, George, and Siegman
Nays 0 None
Absent or
Not Voting 2 Trustees Anderson (absent) and Douglas (absent)

- A. Approve Minutes of Regular Meeting of November 19, 2003**
- B. Receive Monthly Report of the Treasurer for Period Ending December 31, 2003**
- C. Receive Report, Re: Library Property Committee**
- D. Approve Personnel Committee Recommendation, Re: Employment Anniversary Recognition**
- E. Review of Minutes of Closed Meetings**
- F. Receive Report, Re: Open Meetings Act**
- G. Approve Recommendation, Re: Fines and Fees Schedule**
- H. Approve Disbursements for the Regular Meeting of January 21, 2004 in the Amount of \$163,222.31**
- I. Receive Monthly Report of the Library Director**
- J. Receive Monthly Staff Reports**
- K. Receive Communications**
- L. Receive Announcements**

Trustee Siegman moved and Trustee Ranck seconded to approve the Consent Agenda for this Meeting by omnibus vote. Motion carried.

Ayes 5 Trustees Hudspeath, Ranck, Morrow, George, and Siegman
Nays 0 None
Absent or
Not Voting 2 Trustees Anderson (absent) and Douglas (absent)

The following is a detailed description of various items placed on the Consent Agenda:

Library Property Committee: Assistant Director Kennedy reported that the Managers have moved into their new offices. The project has not passed inspection with the Village Building Inspectors. A quote has been received from Cambridge Electric to make a correction.

Personnel Committee: An honor book will be placed in the collection to recognize the 5th employment anniversary of Linda Bothen in appreciation of her service to the Library and the citizens of Carol Stream.

Report, Re: Open Meetings Act: Procedures to implement the most recent changes in the law are in place. This involves taping all portions of Minutes (including closed sessions) and keeping these records in place for a specified amount of time.

Library Director's Report: The following Staff members are to be congratulated on their employment anniversaries in January: Lynn Johnson (23 years); Kathy Kalvig (17 years); Ann Kennedy (12 years); Laura Veckey (9 years); Linda Bothen (5 years); Barbara Boucher (4 years); and, Laura Hays (2 years).

Communications:

- A. Denise Zielinski, DuPage Library System, Re: Her Visit to Previous Board Meeting
- B. Egil Anderson, Re: Thank You for Get Well Acknowledgment
- C. Dick and Betty Lou Kammes, Re: Thank You for Holiday Greeting
- D. Robert Douglas Family, Re: Thank You for Holiday Greeting

Announcements:

- A. Citizen of the Year Dinner / February 7, 2004 / 6:00 p.m. Cocktail Hour / 7:00 p.m.
Dinner / Reservations due by January 26, 2004

Trustees were surveyed on who would attend the Citizen of the Year Dinner.

- B. Home Depot Neighborhood Night Celebration / Wednesday, February 4, 2004 from 6:00 to 9:00 p.m. / RSVP requested

Regular Meeting

VI. COMMITTEE REPORTS

A. Budget and Finance Committee

No report.

C. Personnel Committee

2. Report, Re: Other Personnel Matters

Executive Session convened

Trustee Siegman moved and Trustee Morrow seconded to go into Executive Session for the purpose of considering information regarding the appointment, employment, or dismissal of an employee(s) and a review of minutes of closed session. Motion carried.

Ayes 5 Trustees Hudspeath, Ranck, Morrow, George, and Siegman
Nays 0 None
Absent or
Not Voting 2 Trustees Anderson (absent) and Douglas (absent)

Accordingly the Meeting was closed to the public at approximately 7:37 p.m. pursuant to an exception to the Illinois Open Meetings Act, specifically to consider information regarding the appointment, employment, or dismissal of an employee(s) and a review of minutes of closed session whereupon the Board discussed the aforesaid matters and no other matters in closed session. The Board returned to regular session at 7:47 p.m.

Review of Minutes of Closed Meetings

Trustee Siegman moved and Trustee Ranck seconded that the Minutes of Closed Meetings of the full Board for the following dates remain sealed: November 16, 1988, September 5, 1991 (pages 2 and 3 only), September 18, 1991, May 18, 1994, May 21, 1997, June 21, 2000, January 17, 2001, July 2, 2002, July 17, 2002, July 31, 2002, August 21, 2002, November 20, 2002, December 18, 2002, August 6, 2003, and that the Minutes of the Closed Meeting of the Personnel Committee for November 19, 2003 be released for public viewing per the recommendation of the Library Director. Motion carried.

Ayes 5 Trustees Hudspeath, Ranck, Morrow, George, and Siegman
Nays 0 None
Absent or
Not Voting 2 Trustees Anderson (absent) and Douglas (absent)

D. Ad Hoc Committee to Plan Conversion to District Status
No report

VII. UNFINISHED BUSINESS

A. Report(s), Re: Plans for New Library and Citizens' Referendum Committee Including Date/Time for Public Forum

Trustee Hudspeath reported on the Sneak Preview Rally held at the Library on January 15, 2004. Everyone felt that it was a success with good public response. Assistant Directory Kennedy reported on the meeting of the Carol Stream Library Referendum Committee held on January 15, 2004 and on their plans for the next meeting, planned for January 26, 2004.

Trustees were asked to discuss a future date to hold a public forum for the purpose of discussing the building plans and the referendum questions and seeking citizen input. The dates of either February 10 or February 12 were agreed upon. The Architects will be asked to chose one of those two days.

VIII. NEW BUSINESS

A. Recommendation, Re: Fines and Fees Schedule

Assistant Director Kennedy reviewed the changes made to the Fines and Fees Schedule, which were described as being mostly cosmetic.

Trustee Siegman moved and Trustee Hudspeath seconded to approve the recommendation for the revisions to the Library's Fines and Fees Schedule as recommended by the Management Staff effective immediately upon passage. Motion carried.

Ayes 5 Trustees Hudspeath, Ranck, Morrow, George, and Siegman
Nays 0 None
Absent or
Not Voting 2 Trustees Anderson (absent) and Douglas (absent)

XII. OTHER REPORTS

A. DuPage Library System

No report

B. Friends of the Carol Stream Public Library

No report

XIII. ADJOURNMENT

There being no further business to come before the Board of Library Trustees, Acting President Hudspeath declared the Meeting adjourned at 8:16 p.m.

Approved: _____
(Date)

Donald C. George, Secretary
Board of Library Trustees