

**MINUTES FOR 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: June 18, 2008

TIME: 7:30 p.m.

PLACE: Conference Room

I. CALL TO ORDER

President Siegman called the Regular Meeting of the Board of Library Trustees to order at 7:30 p.m.

PLEDGE TO THE FLAG

President Siegman led those in attendance in the Pledge of Allegiance to the Flag.

II. ROLL CALL

Secretary Hudspeath called the roll.

Present: Trustees Shambo, Arends, Hudspeath, Siegman, and Douglas

Absent: Trustees Bailey and Ranck

Also Present: Library Director Ann Kennedy

III. PUBLIC PARTICIPATION

Mike Konowski was present. He did not want to address the Board but just see how it works.

ADOPTION OF CONSENT AGENDA

Trustee Douglas moved and Trustee Shambo seconded to establish a consent agenda for the Regular Meeting of June 18, 2008. Motion carried.

Ayes 4 Trustees Shambo, Arends, Hudspeath, and Douglas

Nays 0 None

Absent or

Not Voting 2 Trustees Bailey and Ranck (absent)

Trustee Douglas moved and Trustee Arends seconded to put the following items on the consent agenda for the meeting. Motion carried.

Ayes 4 Trustees Shambo, Arends, Hudspeath, and Douglas
Nays 0 None
Absent or
Not Voting 2 Trustees Bailey and Ranck (absent)

- A. Approval of Minutes of the Regular Meeting of May 21, 2008**
- B. Approve Resolution #234, Re: Prevailing Wage Act Determination**
- C. Receive Annual Report of the Library Treasurer FY2008**
- D. Approve Disbursements of the Regular Meeting of June 18, 2008 in the amount of \$155,531.12**
- E. Receive Monthly Report of the Library Director**
- F. Receive Monthly Staff Reports**
- G. Receive Report of the DuPage Library System**

Trustee Douglas moved and Trustee Shambo seconded to approve the consent agenda for this meeting by omnibus vote. Motion carried.

Ayes 4 Trustees Shambo, Arends, Hudspeath, and Douglas
Nays 0 None
Absent or
Not Voting 2 Trustees Bailey and Ranck (absent)

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

Prevailing Wage Act Determination

The Prevailing Wage Act requires contractors and subcontractors to pay laborers, workers and mechanics employed on public works projects, no less than the general prevailing rate of wages for work of similar character in the locality where the work is performed. In order to be in compliance with the law, the Library Board must adopt this resolution annually.

Monthly Report of the Library Director

Circulation statistics are not yet available on the Unicorn system. We hope to have regular reports again by the end of summer.

Congratulations to the following staff members who are celebrating anniversaries in June: Mary Clemens – 14 years, Margo Quaintance – 2 years, John Steadman – 2 years.

Regular Meeting

- V. MONTHLY REPORT OF THE TREASURER**
 - A. Period Ending May 31, 2008**

Kennedy reported that the report is not accurate. Some fiscal year 2008 expenses were included in this FY2009 report. Accounts at LaSalle Bank which were closed four to five months ago are still listed.

It was the consensus of the Board that the report not be accepted and that a corrected report be prepared for the July meeting.

VI. COMMITTEE REPORTS

A. Human Resources Committee

No Report

B. Facilities Committee

1. Recommendation, Re: Replacement of air conditioning units

Motion was made by Trustee Douglas with a second by Trustee Arends that the Board of Trustees accept the two proposals of Precision Control Systems of Chicago, Inc. to replace the air cooling condenser units North and South at a cost of \$83,500 and to provide temporary cooling while the work is being done at a cost of \$4,550. Motion carried.

Ayes 4 Trustees Shambo, Arends, Hudspeath, and Douglas

Nays 0 None

Absent or

Not Voting 2 Trustees Bailey and Ranck (absent)

Background Information:

There are two units on the roof of the Library, the north unit cools the main room and the south unit cools the office area. Both units are the originals with the building (1978). The north unit received a new compressor in 2001. They are both in need of a major over-haul or replacement. Replacements are recommended. They will be more efficient and easier to maintain than an overhaul of the existing units. Replacement will involve five days of work. The old units will be dismantled and removed from the roof with a helicopter and hauled away. The new units will be placed on the roof with a helicopter. Additional work will be required to run a second circuit to the larger unit. The old unit is a single circuit and they are only sold with two circuits now. The new units should be 30% more efficient than the present units. While the air cooling units are being replaced, the air handling system will continue to operate but there will be no cooling for the building. Two temporary units would sit on trucks in front of the Library to run cool air to the building during the work. It is anticipated that the work would take five week days. The quote includes overtime work on a Saturday if that is needed to finish. Once the quote is signed it will take 4-8 weeks before work can begin, depending on delivery of the units from Trane. Trustee Douglas asked if these would be the most efficient units that the Library could get. Kennedy will verify that. It was requested that a notice be placed in the August newsletter and that a letter go to the neighbors when the work is scheduled. Kennedy also mentioned that there is a possibility of obtaining a DOE grant to pay for the work.

C. Finance Committee

No Report

VII. UNFINISHED BUSINESS

There was no unfinished business to come before the Board.

VIII. NEW BUSINESS

B. Annual Meeting

2. Annual Report of the Library Director FY2008

Director Kennedy summarized the report for the Trustees. Fiscal Year 2008 saw record highs in almost all categories. Circulation of material, reference questions, use of the Internet, and program attendance were all at record numbers. Use of the Community room and use of the public copy machines also increased. More patrons were using the Wifi connection and the Library's online database. All of this increased activity occurred when the Library was going through a major computer software migration. Other special projects included new doors in the lobby, a sign by the street, and the Star Con celebration. President Siegman commended Kennedy on the many Community partnerships that the Library took part in. The Board congratulated Kennedy on an excellent year.

XII. OTHER REPORTS

A. Friends of the Carol Stream Public Library

No report

XIII. COMMUNICATIONS

There are no communications this month.

XIV. ANNOUNCEMENTS

There are no announcements this month

XV. ADJOURNMENT

There being no further business to come before the Board of Library Trustees, President Siegman declared the Meeting adjourned at 8:00 p.m.

Mary C. Hudspeath, Secretary
Board of Library Trustees