

**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: January 21, 2009

TIME: 7:30 p.m.

PLACE: Community 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 Bailey, Hudspeath, Siegman, and Douglas

Absent: Trustees Shambo, Arends and Ranck

Also Present: Library Director Ann Kennedy

III. PUBLIC PARTICIPATION

President Siegman welcomed Valerie Salvato from the Examiner and Mike Kunowski.

Trustee Shambo arrived at 7:32 p.m.

ADOPTION OF CONSENT AGENDA

Trustee Douglas moved and Trustee Bailey seconded to establish a consent agenda for the Regular Meeting of January 21, 2009. Motion carried.

Ayes 4 Trustees Shambo, Bailey, Hudspeath, and Douglas

Nays 0 None

Absent or

Not Voting 3 Trustees Arends and Ranck (absent), and Siegman (not voting)

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

Ayes 4 Trustees Shambo, Bailey, Hudspeath, and Douglas
Nays 0 None
Absent or
Not Voting 3 Trustees Arends and Ranck (absent), and Siegman (not voting)

- A. Approval of Minutes of the Regular Meeting of December 18, 2008**
- B. Receive Monthly Report of the Treasurer for the period ending December 31, 2008**
- C. Approve Recommendation, Re: Employee Service Anniversary**
- D. Approve Recommendation, Re: Library Personnel Policy 3.H. Employee Blood Donation Leave**
- E. Approve Recommendation, Re: Library Personnel Policy 3.I. Victim's Economic Security and Safety Leave**
- F. Review of Library Board Policy 2.E.5, Investment Policy of the Carol Stream Public Library and of Resolution 151 Designation of Depositories**
- G. Review of Library's Financial Position**
- H. Approve Recommendation, Re: Extended hours at the Library during High School finals week**
- I. Approve Recommendation, Re: Revision to the Library Policy on renewing material**
- J. Approve Recommendation, Re: Destruction of Recordings of Library Board Meetings**
- K. Approve Disbursements of the Regular Meeting of January 21, 2009 in the amount of 148,620.61**
- L. Receive Monthly Report of the Library Director**
- M. Receive Monthly Staff Reports**
- N. Receive Communications**
- O. Receive Announcements**

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

Ayes 4 Trustees Shambo, Bailey, Hudspeath, and Douglas
Nays 0 None
Absent or
Not Voting 3 Trustees Arends and Ranck (absent), and Siegman (not voting)

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

Employee Service Anniversary:

A book was dedicated in the collection to Linda Bothen in recognition of her 10th employment anniversary and in gratitude for her years of service to the Library and the community.

Personnel Policies:

Library Personnel Policies 3.H. Employee Blood Donation Leave and 3.I Victims Economic Security and Safety Leave were added to the Board Policies and will go into effect immediately.

Extended hours at the Library during High School Finals Week:

The Library Board of Trustees approved retroactively that the Library stay open until 11:00 p.m. during High School finals week, offering limited services under the plan presented to the Board, and that the Library consider doing the same for all future finals weeks for Glenbard District 87, Community District 94 and School District U-46.

Revision to the Library policy on renewing material:

The circulation policy of the Carol Stream Public Library was amended to allow up to three renewals on Carol Stream Public Library material that do not have a waiting list.

Destruction of recordings of Library Board Meetings:

The Library Director was authorized to destroy the recordings of the Library Board Meetings previous to May 2007 as permitted by Public Act 93-0523.

Monthly report of the Library Director:

In addition to Linda Bothen's 10th employment anniversary, the following staff members are also celebrating employment anniversaries in January: Lynn Johnson – 28 years; Kathy Kalvig – 22 years; Ann Kennedy – 17 years; Barbara Boucher – 9 years; Laura Hays – 7 years; and Karen Morley – 2 years.

Communications

- A. Thank You to Lynn Johnson from Cub Scouts Den 3, Pack 196 for Library tour
- B. Thank You from Marcy Doyle for Holiday Party and gift
- C. Holiday card, accompanied by donation, from Chris Reed and Angela Grayson
- D. Thank You from Steve Dexheimer for employment anniversary celebration
- E. Article from U.S News & World Report, January 9, 2009, "*Best Careers 2009: Librarian*"

Announcements

- A. Public Library Board Members Roundtable February 2, 2009, 6:00 p.m.
Messenger Public Library of North Aurora
- B. Carol Stream Citizen of the Year Dinner February 7, 2009, 6:00 p.m., Carol Stream
Holiday Inn and Suites

Regular Meeting

VI. COMMITTEE REPORTS

B. Facilities Committee

Director Kennedy reported that the staff would start meeting with the architects of SRBL in March for work on the proposed Library renovation projects.

C. Finance Committee

Trustee Douglas moved and Trustee Bailey seconded that the Board of Library Trustees adjourn to Executive Session under the Open Meetings Act, 5 ILCS 120/2(c)07 and 5 ILCS 120/2(c)21 where they will discuss the investment of Library funds and the minutes of previous closed sessions as to whether or not the minutes should remain sealed and nothing else. Motion carried

Ayes 4 Trustees Shambo, Bailey, Hudspeath, and Douglas

Nays 0 None

Absent or

Not Voting 3 Trustees Arends and Ranck (absent), and Siegman (not voting)

Accordingly the Meeting was closed to the public at approximately 7:41 p.m. pursuant to two exceptions to the Illinois Open Meetings Act 5 ILCS 120/2(c)07 and 5 ILCS 120/2(c)21 specifically for the purpose of discussing the investment of Library funds and for reviewing the minutes of meetings lawfully closed under this Act whereupon the Board discussed the aforesaid matters and no other matters in closed session. The Board returned to regular session at 8:03 p.m.

Trustee Douglas announced that the decision on the investment of Library funds is being delayed until the February Board meeting so that the list of authorized depositories can be amended.

Trustee Douglas moved and Trustee Hudspeath seconded that the minutes of executive sessions of the Library Board of Trustees of July 16, 2008 be released to the public and that all other minutes which are closed to the public remain so at this time. Motion carried

Ayes 4 Trustees Shambo, Bailey, Hudspeath, and Douglas

Nays 0 None

Absent or

Not Voting 3 Trustees Arends and Ranck (absent), and Siegman (not voting)

VII. UNFINISHED BUSINESS

Trustee Douglas asked about the status of the search for an accounting firm. Director Kennedy reported that she was working on an RFP and had two good firms to send it to. She is continuing to look for larger accounting firms with experience in government accounting.

VIII. NEW BUSINESS

D. Semi-annual Review of Minutes of Closed Meetings

This item was covered when the Board went into Executive Session under Finance Committee.

XII. OTHER REPORTS

A. DuPage Library System
No report

B. Friends of the Carol Stream Public Library
No report

XV. ADJOURNMENT

There being no further business to come before the Board of Library Trustees, President Siegman declared the Meeting adjourned at 8:07 p.m.

Mary C. Hudspeath, Secretary
Board of Library Trustees