

**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: May 20, 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.

President Siegman reported that a canvass of votes was taken following the Consolidated Election of April 7, 2009 to show that the following Trustees have been elected: Robert E. Douglas for a term expiring April 2013; Mary C Hudspeath for a term expiring April 2013; Leslie Shambo for a term expiring April 2013; Michael Wade for a term expiring April 2013; and, James F. Bailey for a term expiring April 2011.

Administration of Oath of Office to: Robert E. Douglas, Mary C. Hudspeath, Leslie Shambo, Michael Wade and James Bailey

Library Director Ann Kennedy administered the Oath of Office to Mary C. Hudspeath, Leslie Shambo, Michael Wade and James Bailey. Trustee Douglas stopped by the Library on May 19, 2009 and was administered the Oath of Office at that time.

President Siegman is asked to have the Minutes reflect that Trustees Douglas, Hudspeath, Shambo, Wade and Bailey have been sworn in and that the Minutes will reflect their votes in any action of the Library Board.

Appointment to fill vacant Trustee position and Administration of Oath of Office.

President Siegman reported that two applications were received for the vacant Trustee position. Given that the Trustee election was very close, only 3 votes separating a winner from a loser, and given that Tom Arends already has two years of dedicated experience on the Board, President Siegman has decided to appoint Thomas F. Arends to the vacant position. Library Director Ann Kennedy administered the Oath of Office to Thomas F. Arends.

Election of President, Secretary and Treasurer of the Board of Library Trustees

Trustee Hudspeath moved and Trustee Arends seconded to nominate Barbara E. Siegman as President of the Board of Library Trustees. Hearing no other nominations, President Siegman closed the nominations. Trustee Siegman was elected President by unanimous vote.

Trustee Hudspeath moved and Trustee Wade seconded to nominate Robert E. Douglas as Treasurer of the Board of Library Trustees. Hearing no other nominations, President Siegman closed the nominations. Trustee Douglas was elected Treasurer by unanimous vote.

Trustee Bailey moved and Trustee Arends seconded to nominate Mary C. Hudspeath as Secretary of the Board of Library Trustees. Hearing no other nominations, President Siegman closed the nominations. Trustee Hudspeath was elected Secretary by unanimous vote.

Trustee Bailey will assume the roll of Vice-President as the he is the Trustee with the most seniority other than an officer per the By-Laws of the Carol Stream Public Library.

II. ROLL CALL

Secretary Hudspeath called the roll.

Present: Trustees Wade, Shambo, Arends, Bailey, Hudspeath, and Siegman
Absent: Trustee Douglas
Also Present: Library Director Ann Kennedy

III. PUBLIC PARTICIPATION

Members of the public in attendance: Anthony Clemens, Michael Kunowski, Valerie Salvato, Carol Tucek and the Wade Family

None of those in attendance addressed the Board.

Resolution of Commendation to Carol Stream Public Library from DuPage County Board:

At the April 28, 2009 meeting of the DuPage County Board the Carol Stream Public Library was presented with an Earth Flag and the following resolution which President Siegman read into the Minutes:

RESOLUTION OF COMMENDATION
TO
CAROL STREAM PUBLIC LIBRARY

Whereas, DuPage County has adopted the DuPage County Solid Waste Management Plan which includes environmental education activities; and

Whereas, as part of the County's program, the Carol Stream Public Library has completed environmental education training on water and energy conservation, household hazardous waste, recycling and disposal; and

Whereas, the Carol Stream Public Library has expanded their in-house recycling program, encouraged the use of reusable products, reduced energy consumption and are purchasing recycled content products; and

Whereas, the Carol Stream Public Library has hosted community education programs including environmental displays and hosted clean air, native landscaping and recycling sessions for the public; and

Whereas, the DuPage County Board recognizes the Carol Stream Public Library for their environmental leadership; and

Whereas, the Carol Stream Public Library has earned their Earth Flag as a symbol of their accomplishments; and

Whereas, the DuPage County Board finds the Carol Stream Public Library is a valuable member of the County of DuPage and their efforts significantly improve the quality of life of the citizens of DuPage County.

Now, therefore, be it resolved that I, Robert J. Schillerstrom, Chairman of the DuPage County Board and Members of the County Board do hereby commend the Carol Stream Public Library on their exemplary efforts in recycling, energy conservation and overall environmental concern.

Passed this 28th day of April 2009 at Wheaton, Illinois.

ADOPTION OF CONSENT AGENDA

Trustee Bailey moved and Trustee Shambo seconded to establish a consent agenda for the Regular Meeting of May 20, 2009. Motion carried.

Ayes 5 Trustees Wade, Shambo, Arends, Bailey, and Hudspeath
Nays 0 None
Absent or
Not Voting 2 Trustee Douglas (absent) and Trustee Siegman (not voting)

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

Ayes 5 Trustees Wade, Shambo, Arends, Bailey, and Hudspeath

Nays 0 None
Absent or
Not Voting 2 Trustee Douglas (absent) and Trustee Siegman (not voting)

- A. Approval of Minutes of the Regular Meeting of April 15, 2009**
- B. Receive Monthly Report of the Treasurer for the period ending April 30, 2009**
- C. Approve Recommendation, Re: Contract with Access One for Phone Service**
- D. Approve Recommendation, Re: Illinois Public Library Annual Report**
- E. Approve Recommendation, Re: DuPage Library System Non-Resident Library Card Participation**
- F. Approve Disbursements of the Regular Meeting of May 20, 2009 in the amount of \$143,366.55**
- G. Receive Monthly Report of the Library Director**
- H. Receive Monthly Staff Reports**
- I. Receive Communications**
- J. Receive Announcements**

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

Ayes 5 Trustees Wade, Shambo, Arends, Bailey, and Hudspeath
Nays 0 None
Absent or
Not Voting 2 Trustee Douglas (absent) and Trustee Siegman (not voting)

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

Contract with Access One

The Board approved the recommendation of the Facilities Committee to enter into a three year contract with Access One for the provision of phone service for the Carol Stream Public Library. The contract will include digital voice, fax and alarm service.

Illinois Public Library Annual Report

The Board approved the Report to be filed with the State Library by May 30, 2009 with changes including invoices as presented on the Addendum.

Non-Resident Library Card Participation

Public Law 92-0166 requires annual Board action on the provision on non-resident cards. The Library will continue to use the tax bill method to calculate the amount to be paid by non-resident home owners and 15% of monthly rent for non-resident renters.

Report of the Library Director

Employee anniversaries for May include: Sharon Kussman – 15 years, Sarah Adomovicz – 3 years, and Kristen Patenaude – 1 year

Communications

1. Letter from ALA about the creation of ALTAFF, the Association of Library Trustees, Advocates, Friends and Foundations
2. Thank you from the Carol Stream Chamber of Commerce to Laura Hays for table sponsor in Women in Business Lunch
3. "Partner in Prevention" Certificate from Carol Stream Fire Protection District

Announcements

1. Invitation to Poplar Creek Public Library Grand Opening, May 31, 2009, 1:00 – 4:00
2. Public Library Board Members Round Table, June 1, 2009, 6:00 – 8:00 p.m., Helen Plum Memorial Library in Lombard

Regular Meeting

VI. COMMITTEE REPORTS

A. Human Resources Committee

1. Recommendation, Re: The provision of Dependent Coverage as mandated by HB5285

Trustee Hudspeath moved and Trustee Arends that the Carol Stream Public Library offer dependent health insurance coverage as mandated by HB5285 under the same conditions as other dependent health insurance coverage. Motion carried.

Ayes 5 Trustees Wade, Shambo, Arends, Bailey, and Hudspeath
Nays 0 None
Absent or
Not Voting 2 Trustee Douglas (absent) and Trustee Siegman (not voting)

Discussion:

Trustee Arends asked how much the benefit tax would be that the Library has to pay. Director Kennedy reported that the amount is unknown at this time. Arends also expressed the opinion that the IRS rules could change also.

B. Facilities Committee

2. Report, Re: Design Process for Remodeling Project

Director Kennedy gave a presentation to the Board on the progress of the design phase of the remodeling project including floor plans as presented by SRBL Architects and suggested changes from the Management Staff. The Board concurred with the suggestion of changing the quiet reading room and the group study room into three group study rooms. The Remodeling project will be worked on by the Board as a Committee of the Whole. There will be a special meeting on June 1, 2009 at 6:30 p.m. to discuss developments at that point.

3. Recommendation, Re: Construction Delivery Method

Trustee Bailey moved and Trustee Shambo seconded that the Board of Library Trustees approve using the Construction Management form of Construction for the renovation project. Motion carried

Ayes 5 Trustees Wade, Shambo, Arends, Bailey, and Hudspeath
Nays 0 None
Absent or
Not Voting 2 Trustee Douglas (absent) and Trustee Siegman (not voting)

Discussion:

The differences and advantages of using a Construction Manager vs. a General Contractor were discussed. Trustee Wade presented his research from looking at different construction firms and calling one for information. Director Kennedy reported that Trustee Douglas was leaning towards a General Contractor because that is the method the Board is familiar with but he could see the advantages of going with Construction Manager. It is the opinion of the architects that a construction manager would be good for this project because we will be trying to coordinate several phases of the project at the same time.

C. **Finance Committee**
No report

VII. UNFINISHED BUSINESS

There was no unfinished business to come before the Board.

XII. OTHER REPORTS

A. DuPage Library System
No Report

B. Friends of the Carol Stream Public Library
President Siegman introduced Carol Tucek the new President of the Friends of the Library.

XV. ADJOURNMENT

There being no further business to come before the Board of Library Trustees, President Siegman declared the Meeting adjourned at 8:38 p.m.

Mary C. Hudspeath, Secretary
Board of Library Trustees