

**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 17, 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 Wade, Shambo, Arends, Bailey, Hudspeath, Siegman and Douglas

Absent: none

Also Present: Library Director Ann Kennedy

III. PUBLIC PARTICIPATION

Members of the public in attendance: Michael Kunowski and Valerie Salvato

None of those in attendance accepted the offer to address the Board.

CHANGE IN AGENDA ORDER

President Siegman rearranged the agenda to allow SRBL Architects to give their presentation early.

VII. UNFINISHED BUSINESS

A. Library Remodeling Project

1. Report, Re: Update on Schematic Design process including schedule from SRBL

Louise Kowalczyk presented proposed changes in the floor plan to the Board. In the meeting rooms the old projection room will be converted to storage and doors installed across the current storage area for tables and chairs. For the divider curtain, the Board will be presented with different options to pick a degree of sound proofing that will fit the budget.

The proposed schedule for the entire project was distributed.

2. Recommendation, Re: Photovoltaic cells

Louise Kowalczyk and Jamie Zaura presented information on the pros and cons of both photovoltaic cells and solar thermal panels. Both will reduce operational expenses and give a positive image of the Library. Cells are more expensive and less efficient. The use of panels to heat water was diagramed. Choosing to install panels would affect the roof design. Estimated cost would be \$26,000 but grants could pay for part of the expense.

Trustee Douglas moved and Trustee Bailey seconded to go ahead with the installation of solar thermal panels on the roof as part of the remodeling project. Motion did not carry.

Ayes 0 None
Nays 6 Trustees Wade, Shambo, Arends, Bailey, Hudspeath, and Douglas
Absent or
Not Voting 1 Trustee Siegman (not voting)

Under discussion the Trustees felt that it was an expensive project for heating water. The Library would explore other possibilities of installing green elements in the remodeling project.

ADOPTION OF CONSENT AGENDA

Trustee Douglas moved and Trustee Hudspeath seconded to establish a consent agenda for the Regular Meeting of June 17, 2009. Motion carried.

Ayes 6 Trustees Wade, Shambo, Arends, Bailey, Hudspeath, and Douglas
Nays 0 None
Absent or
Not Voting 1 Trustee Siegman (not voting)

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

Ayes 6 Trustees Wade, Shambo, Arends, Bailey, Hudspeath, and Douglas
Nays 0 None
Absent or
Not Voting 1 Trustee Siegman (not voting)

- A. **Approval of Minutes of the Regular Meeting of May 20, 2009**
- B. **Approval of Minutes of the Special Meeting of June 3, 2009**
- C. **Receive Monthly Report of the Treasurer for the period ending May 31, 2009**
- D. **Approve Recommendation, Re: Employee Service Anniversaries**
- E. **Approve Recommendation, Re: Disposition of Prime Fund held at Illinois Funds**
- F. **Approve Resolution #240, Re: Prevailing Wage Act Determination**
- G. **Receive Annual Report of the Library Treasurer FY2009**
- H. **Receive Annual Report of the Library Director to the Village of Carol Stream FY2009**
- I. **Approve Disbursements of the Regular Meeting of June 17, 2009 in the amount of \$97,543.28**
- J. **Receive Monthly Report of the Library Director**
- K. **Receive Monthly Staff Reports**
- L. **Receive Communications**
- M. **Receive Announcements**

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

Ayes 6 Trustees Wade, Shambo, Arends, Bailey, Hudspeath, and Douglas
Nays 0 None
Absent or
Not Voting 1 Trustee Siegman (not voting)

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

Employee Service Anniversaries

A book each will be dedicated in the collection to Sharon Kussman and Mary Clemens in recognition of their 15th employment anniversaries and in gratitude for their years of service to the Library and the community

Disposition of Prime Fund held at Illinois Funds

The Library's Prime Fund account at Illinois Funds will be rolled over into a separate Money Market fund with the same account number when the Illinois Funds merge funds on July 1, 2009.

Monthly Report of the Library Director

In addition to the two 15th Employment Anniversaries recognized under Human Resources Committee, other employees celebrating anniversaries are: Margo Quaintance – 3 years, John Steadman – 3 years, and Shilpa Shah – 1 year.

Director Kennedy showed the Board a picture of a wishing well that an Eagle Scout would like to provide as garden decoration.

Communications

1. Thank you from Rose Malcolm
2. Thank you from Mary Clemens for Anniversary Recognition

Announcements

1. Free ALA Conference Exhibits Only Passes

Regular Meeting

VI. COMMITTEE REPORTS

B. Facilities Committee

1. Receive Report from Industrial Roofing Service re: condition of Library roof

The Library has received a Comprehensive Roof Assessment Report from Industrial Roofing Services, Inc. (IRS). The report states that we have gotten 33 years out of a 20 year roof. Extensive repairs are now needed. The recommendation of IRS is to repair the flashing this year, the masonry and tuck pointing in 2010 and a new roof in 2011. Roof #5 which is the lower roof over the office area is in most need of repairs. This is also the area that will be altered with the lobby and entryway remodeling. Director Kennedy recommended that we repair flashing this year plus the masonry around the cantilevered windows. Roof area 5 could be replaced in conjunction with the remodeling project with the other roofs done in two years. Trustee Douglas felt that it would be more cost effective to do it all at once. Director Kennedy will begin work on an RFP and finding companies for the tuck pointing and masonry repairs.

2. Recommendation, Re: Purchase of Patron Self-Check Unit from CenTec

Trustee Douglas moved and Trustee Arends seconded that the Board or Library Trustees approve the purchase of a table top i-circ patron self check unit from CenTec at a price not to exceed \$8,400. Motion carried.

Ayes 6 Trustees Wade, Shambo, Arends, Bailey, Hudspeath, and Douglas

Nays 0 None

Absent or

Not Voting 1 Trustee Siegman (not voting)

Discussion:

Trustee Bailey felt that this is a very competitive price for a self service machine. Trustee Wade asked about a service agreement. The contract includes a 1 year warranty. A yearly extended maintenance agreement is available. The size would be similar to desktop units presently being used.

VII. NEW BUSINESS

C. Committee Appointments

President Siegman distributed the Board Committee Appointments for Fiscal years 2010 and 2011. Special Committees were not listed. They will be convened as needed. Only committees required by the Bylaws are listed. The three senior trustees will serve as Chairs of a committee plus serve on one other committee. President Siegman is ex-officio member of each Committee. Anyone not on a committee is always welcome to attend committee meetings.

XII. OTHER REPORTS

A. DuPage Library System

President Siegman reported on the progress of the search for a new Executive Director of the DuPage Library System. Interviews will be conducted during the month of July.

B. Friends of the Carol Stream Public Library

Carol Tucek, the new President of the Friends of the Carol Stream Public Library was introduced to the Board.

XV. ADJOURNMENT

There being no further business to come before the Board of Library Trustees, President Siegman declared the Meeting adjourned at 8:31 p.m.

Mary C. Hudspeath, Secretary
Board of Library Trustees