

**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: October 19, 2011

TIME: 7:30 p.m.

PLACE: Library Discovery Room

I. CALL TO ORDER

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

PLEDGE TO THE FLAG

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

II. ROLL CALL

Secretary Hudspeath called the roll.

Present: Trustees DeRango, Jeffrey, Wade, Arends, Bailey, Hudspeath, and Douglas

Absent:

Also Present: Library Director Ann Kennedy, Assistant Director Pam Leffler

III. PUBLIC PARTICIPATION

No one elected to address the Board.

ADOPTION OF CONSENT AGENDA

Trustee Hudspeath moved and Trustee Bailey seconded to establish a consent agenda for the Regular Meeting of October 19, 2011. Motion carried.

Ayes 7 Trustees DeRango, Jeffrey, Wade, Arends, Bailey, Hudspeath, and Douglas

Nays 0 None

Absent or

Not Voting 0 None

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

Ayes 7 Trustees DeRango, Jeffrey, Wade, Arends, Bailey, Hudspeath, and Douglas
Nays 0 None
Absent or
Not Voting 0 None

- A. Receive Monthly Report of the Treasurer for the period ending September 30, 2011**
- B. Approve Recommendation, re, Employee Service Anniversary**
- C. Receive Report, re: Per Capita Grant Application**
- D. Approve Disbursements of the Regular Meeting of October 19, 2011 in the amount of \$374,035.06**
- E. Receive Monthly Report of the Library Director**
- F. Receive Monthly Staff Reports**
- G. Receive Report of the MAGIC Consortium**
- H. Receive Report of the Friends of the Carol Stream Public Library**
- 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 7 Trustees DeRango, Jeffrey, Wade, Arends, Bailey, Hudspeath, and Douglas
Nays 0 None
Absent or
Not Voting 0 None

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

Employee Service Anniversary

The Board approved that a book be dedicated in the collection to Renee Walther in recognition of her 15th employment anniversary and in gratitude for her years of service to the Library and the community.

Report of the Library Director

In addition to Renee Walther's 15th year anniversary, the following people are also celebrating employment anniversaries in October: Pam Leffler – 18 years, Steve Dexheimer – 8 years, Dan Jones – 8 years, Tanya Schwander – 6 years.

Report of the Friends of the Carol Stream Public Library

The Friends gained 11 new members in September and held a craft program on October 1. Additional programs are being planned for the spring.

Communications

- A. Thank you from Renee Walther for Employment Anniversary recognition

Announcements

- A. Carol Stream Citizen of the Year nomination request and dinner announcement

Regular Meeting

IV. APPROVAL OF MINUTES

A. Minutes of Regular Meeting of September 21, 2011

Trustee Hudspeath moved and Trustee DeRango seconded that the Minutes of the Regular Meeting of September 21, 2011 be approved as presented. Motion carried.

Ayes 7 Trustees DeRango, Jeffrey, Wade, Arends, Bailey, Hudspeath, and Douglas

Nays 0 None

Absent or

Not Voting 0 None

Discussion:

President Douglas had two typographical errors to correct. Trustee Arends withdrew his request for discussion.

B. Minutes of the Finance Committee meeting of October 6, 2011

Trustee Wade moved and Trustee Jeffrey seconded that the Minutes of the Finance Committee meeting of October 6, 2011 be approved as amended. Motion carried.

Ayes 7 Trustees DeRango, Jeffrey, Wade, Arends, Bailey, Hudspeath, and Douglas

Nays 0 None

Absent or

Not Voting 0 None

Discussion:

Typographical and spelling errors were corrected.

VI. COMMITTEE REPORTS

A. Finance Committee

1. Discussion, Re: Tax levy request for 2012

The Finance Committee recommended that the 2012 tax levy not be increased over what was approved in March 20, 2011 as Resolution 248. The Finance Committee is currently projecting no tax levy increase for the next few years. As part of the budget process, starting in January, the Finance Committee and the Board will look at the cash reserves, the fund reserves, and what the tax levies need to be in future years.

2. Recommendation, Re: Request for proposal for audit services

Trustee Hudspeath moved and Trustee Wade seconded that the Library Director be authorized to prepare a Request For Proposal for Audit Services and to distribute the Request to no less than five qualified firms. Motion carried.

Ayes 7 Trustees DeRango, Jeffrey, Wade, Arends, Bailey, Hudspeath, and Douglas
Nays 0 None
Absent or
Not Voting 0 None

Discussion:

Although the Library staff and Board are happy with the service provided by Sikich, Inc. it is the recommendation of the Finance Committee and of legal counsel that the Library change auditors periodically.

C. Facilities Committee

No report.

VII. UNFINISHED BUSINESS

A. Discussion, Re: Tax Increment Financing District

The Library will not be part of the TIF Review Board as originally assumed since it is not a separate taxing body. The Village is the taxing body for the Library. The Village will keep the Library informed during the process and Library representatives can attend the meetings, if desired.

C. Minutes of executive session of the Library Board of Trustees for April 20, 2011

This item was moved to Executive Session.

VIII. NEW BUSINESS

There was no new business to come before the Board.

IX. EXECUTIVE SESSION

A. Recommendation, Re: Approval of Minutes of Previous Executive Sessions

Trustee Bailey moved and Trustee Wade seconded that the Board of Library Trustees go into Executive Session under 5 ILCS 120/2 (c) 21 to discuss minutes of meetings lawfully closed and nothing else. Motion carried.

Ayes 7 Trustees DeRango, Jeffrey, Wade, Arends, Bailey, Hudspeath, and Douglas

Nays 0 None
Absent or
Not Voting 0 None

Accordingly, the Meeting was closed to the public at approximately 7:52 p.m. pursuant to the exception to the Illinois Open Meetings Act 5 ILCS 120/2(c)21 to discuss the minutes of closed sessions whereupon the Board discussed the aforesaid matters and no other matters in closed session. The Board returned to regular session at 8:07 p.m.

Trustee Hudspeath moved and Trustee Arends seconded that the Minutes of the Executive Session of the Board of Library Trustees of September 21, 2011 be approved as corrected. Motion carried

Ayes 7 Trustees DeRango, Jeffrey, Wade, Arends, Bailey, Hudspeath, and Douglas
Nays 0 None
Absent or
Not Voting 0 None

XII. OTHER REPORTS

A. RAILS System
No report

XV. ADJOURNMENT

There being no further business to come before the Board of Library Trustees, President Douglas declared the Meeting adjourned at 8:08 p.m.

Mary C. Hudspeath, Secretary
Board of Library Trustees