

**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: August 15, 2012

TIME: 7:30 p.m.

PLACE: Discovery Room

I. CALL TO ORDER

President Wade called the Regular Meeting of the Board of Library Trustees to order at 7:35 p.m.

PLEDGE TO THE FLAG

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

II. ROLL CALL

Secretary Hudspeath called the roll.

Present: Trustees Bailey, Clark, Galle, DeRango, Jeffrey, Hudspeath, and Wade

Absent: None

Also Present: Acting Director Mary Clemens, Attorney Britt Isaly of Ancel Glink

III. PUBLIC PARTICIPATION

There was no public participation.

ADOPTION OF CONSENT AGENDA

Trustee Hudspeath moved and Trustee DeRango seconded to establish a consent agenda for the Regular Meeting of August 15, 2012. Motion carried.

Ayes 7 Trustees Bailey, Clark, Galle, DeRango, Jeffrey, Hudspeath, and Wade

Nays 0 None

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

Ayes 7 Trustees Bailey, Clark, Galle, DeRango, Jeffrey, Hudspeath, and Wade

Nays 0 None

- A. Approval of Minutes of the Facilities Committee of the Library Board, November 29, 2011
- B. Approval of Minutes of the Facilities Committee of the Library Board, February 9, 2012
- C. Approval of the Minutes of the Regular Meeting of the Library Board, July 18, 2012

- D. Accept the Monthly Financial Statements of the Treasurer for the period ending July 31, 2012
- E. Approval of Expenses over \$10,000 for Standard & Poor's Net Advantage and MAGIC Quarterly Maintenance Fees
- F. Approval of Disbursements for the period July 1, 2012 to July 31, 2012, plus the Addendum for the Meeting of August 15, 2012 in the amount of \$176,992.61.
- G. Discussion of Public Notice – Village of Carol Stream
- H. Report of the Library Director
- I. Monthly Staff Reports
- J. RAILS Library System Report
- K. MAGIC Consortium Report – No report
- L. Friends of the Carol Stream Public Library Report
- M. Communications
- N. Announcements – Open Meetings Act Training for Trustees

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

Ayes 7 Trustees Bailey, Clark, Galle, DeRango, Jeffrey, Hudspeath, and Wade
 Nays 0 None

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

Discussion of Public Notice – Village of Carol Stream

The Library received public notification, application for permit, regarding a proposed flood management project in Armstrong Park, including two reservoirs, two weirs, a pump station, a siphon outlet structure, and a storm sewer outfall to Klein Creek to reduce flooding. Interested parties wishing to comment on the proposed activity must do so in writing no later than Friday, August 24, 2012. A lack of response will be interpreted as meaning that there is no objection to the project as described.

Report of the Library Director

Staff members celebrating anniversaries this month are: Donna Badame – 15 years, Carol Hayes – 1 year, Mabela Rahic – 1 year.

Friends of the Library

The Friends of the Carol Stream Public Library have offered to pick up the cost of a Lego Workshop and Balloon Workshop being offered in September as part of the Library's 50th Anniversary celebration. They will also be providing flowers for the lobby and serving cake on September 29th, the Library's anniversary date.

Communications

A. Thank you letter from Literacy DuPage.

Regular Meeting**IV. COMMITTEE REPORTS**

A. Finance Committee
No Report

B. Human Resources Committee

Motion to Hire a Search Firm

Trustee Bailey moved and Trustee DeRango seconded a motion that the Board of Library Trustees authorizes hiring Alice Calabrese-Berry to provide Executive Search and Consulting services to find a director for the Carol Stream Public Library, after the Library's attorney approves the contract.

After discussion, **Trustee Hudspeath moved and Trustee Bailey** seconded a motion to table the above motion until a third search firm can be contacted for additional information and comparison. Motion failed.

Ayes.....2 Trustees Bailey, Hudspeath
Nays.....5 Trustees Clark, Galle, DeRango, Jeffrey, Wade

The Board then voted on the original motion to authorize hiring Alice Calabrese-Berry as stated above. Motion carried.

Ayes.....6 Trustees Bailey, Clark, Galle, DeRango, Jeffrey, Wade
Nays.....1 Hudspeath

Discussion:

Three Executive Search Firms provided information on finding a Library Director. Two firms were interviewed at the Human Resources Committee Meeting.

Motion to Hire an Interim Director

Trustee DeRango moved and Trustee Jeffrey seconded a motion that the Board of Library Trustees authorizes hiring Marilyn Boria to serve as Interim Director of the Carol Stream Public Library, after the attorney approves the contract. Motion carried.

Ayes.....5 Trustees Clark, Galle, DeRango, Jeffrey, Wade
Nays.....2 Trustees Bailey and Hudspeath

Discussion:

Two candidates applied for the position of Interim Director. The Board interviewed both candidates at the Human Resources Committee Meeting prior to the Board meeting. Since one candidate was interested in working only with the search firm that was not selected, there remained only one candidate for interim director, Marilyn Boria.

C. Facilities Committee

No report.

D. 50th Anniversary Committee

Trustee DeRango reviewed plans for the day including a review of all of the groups that would be participating: the Museum of Science and Industry, SciTech Museum, Adler Planetarium, DuPage Animal Control, Cosley's Farm & Zoo, and SCARCE which will bring out their Energy Bike. There will be lists of books and displays of books for kids who want to learn more about these subjects. President Wade noted that the Library would be sponsoring a drawing every hour on the half-hour for an e-reader. In addition, the Board discussed give-aways to the public for each week during the month of September.

Trustee Clark moved and Trustee Jeffrey seconded a motion authorizing Mary Clemens to procure the services and materials for the 50th Library Anniversary up to a limit of \$6,300. Motion carried.

Ayes.....7 Trustees Bailey, Clark, Galle, DeRango, Hudspeath, Jeffrey, Wade
Nays.....0

E. Bylaws Committee

Before the Board discussion began, it was agreed that any proposed Bylaws changes that were approved unanimously would become effective immediately. Proposed changes that did not receive unanimous approval would have to be reconsidered at the September meeting.

Trustee Clark moved and Trustee Jeffrey seconded a motion to approve the revision to Article VII, Section 2, changing the word "less" to "more" in the fourth sentence.

During discussion, Trustee Hudspeath noted that the wording for this section of the Bylaws was taken directly from the Illinois Local Library Act (75 ILCS, 5/4-4 from Chapter 81 4-4).

Based upon this discussion, the **motion was withdrawn by Trustees Clark and Jeffrey.**

The next order of business was discussion of proposed changes to Article VIII, Sections 4, 5 and 7. These changes would allow the President, Vice President, and the Treasurer to be insured or bonded, whichever the Board decided is most cost effective. This change was based on a revision to state law.

The Library's attorney, Britt Isaly, stated that he did not have enough information to recommend this course of action. Based upon this information, the following resolution was offered.

Trustee Bailey moved and Trustee Jeffery seconded a motion to table, until the September meeting, proposed changes to Article VIII, Sections 4, 5 and 7. Motion carried.

Ayes.....7 Trustees Bailey, Clark, Galle, DeRango, Hudspeath, Jeffrey, Wade
Nays.....0

Trustee Jeffrey moved and Trustee DeRango seconded a motion to approve proposed changes to the Bylaws under Article X, Library Director, Sec. 1 as presented.

After discussion, **Trustee Bailey moved and Trustee Hudspeath** seconded a motion to table, until the September meeting, proposed changes to the Bylaws under Article X, Library Director, Section 1. Motion carried.

Ayes.....7 Trustees Bailey, Clark, Galle, DeRango, Hudspeath, Jeffrey, Wade
Nays.....0

Trustee Jeffrey moved and Trustee Clark seconded a motion to amend Article XII – Committees – Section 1 and 5 of the Bylaws.

After discussion, **Trustee Bailey moved and Trustee Jeffrey** seconded a motion to table, until the September meeting, changes to Article XII – Committees – Section 5 of the Bylaws. Motion carried.

Ayes.....7 Trustees Bailey, Clark, Galle, DeRango, Hudspeath, Jeffrey, Wade
Nays.....0

After discussion, **Trustee Bailey moved and Trustee Galle** seconded a motion to amend Article XII, Section 1 of the Bylaws with the addition of the phrase “changed by the President with Board approval” and striking “the next organizational meeting of the Board” at the end of the fourth sentence. Motion carried.

Ayes.....7 Trustees Bailey, Clark, Galle, DeRango, Hudspeath, Jeffrey, Wade
Nays.....0

V. UNFINISHED BUSINESS

There was no unfinished business.

VI. NEW BUSINESS

A. Recommendation, Re: response to questions received for Library Director position.

Trustee Bailey moved and Trustee Clark seconded a motion authorizing the Board President to respond to questions from candidates for the Director position as agreed upon by a consensus of the majority of the Board.

After discussion, **Trustee Hudspeath moved and Trustee Jeffrey** seconded a motion that the Board of Trustees authorizes Alice Calabrese-Berry to respond to questions from candidates for the Director position. Motion carried.

Ayes.....7 Trustees Bailey, Clark, Galle, DeRango, Hudspeath, Jeffrey, Wade
Nays.....0

The next order of business was discussion of the preliminary audit report from Knutte and Associates. Under requirements of GASB 34, Knutte proposes to capitalize the book collection and depreciate it over five years. Since this has not been done in the past, the auditor proposes to make a prior period adjustment for the years this wasn't done, and moving forward will continue to capitalize and depreciate this collection. This will result in a change in net assets and a change in government wide activities.

The next order of business was discussion of lawyer contact policy. There was discussion that proposed change in policy, requiring Trustees to speak with the Board president before contacting the attorney, would be restrictive. President Wade asked for an opportunity to respond to questions before Trustees contacted the attorney. At this point, the discussion deteriorated into accusations of name calling and profanity. The Board agreed to move on to the next agenda item.

B. Renewal of a Motion to allow Ann Kennedy to resign

Before a motion was made, Attorney Britt Isaly suggested that this subject should be discussed in Executive Session. Based on that comment, the following motion was made.

Trustee Jeffrey moved and Trustee Galle seconded a motion to table, until the September meeting, renewal of a motion to allow Ann Kennedy to resign rather than being terminated under the conditions stated in the Separation Agreement and General Release document effective July 25, 2012. Motion carried.

Ayes.....6 Trustees Clark, Galle, DeRango, Hudspeath, Jeffrey, Wade
Nays.....1 Bailey

The next order of business was discussion of Adoption of the FY 2013 Working and Appropriation Budgets/Property Tax Levy. President Wade reviewed the Village's timeline for final adoption of the property tax levy. The Village Board begins their

process in October/November with final approval at the first meeting in December. The Village needs the Library's final approval by the September Board meeting.

The next order of business was a discussion of the information on supplemental tax funding for Illinois Public Libraries that is required for the FY 2013 Illinois Public Library Per Capita and Equalization Grant. The Trustees reviewed the General Corporate tax, the Building and Maintenance tax, Tort and Immunity Insurance Fund, Audit Fund,

Illinois Municipal Retirement Fund, Social Security and Medicare Funds, Working Cash Fund, and the Special Reserve Fund.

Executive Session

Trustee Hudspeath moved and Trustee Jeffrey seconded a motion that the Board of Library Trustees convene in Executive Session under 5 ILCS 120/2(c)1 the appointment, employment, discipline, performance, or dismissal of specific employees and nothing else. Motion carried.

Ayes 7 Trustees Bailey, Clark, Galle, DeRango, Jeffrey, Hudspeath, Wade
Nays 0 None

Accordingly the Meeting was closed to the public at 10:00 p.m. The Board discussed the aforesaid matters and no other matters in closed session. The Board returned to regular session at 10:32 p.m.

Trustee Hudspeath moved and Trustee Clark seconded the motion that the Board of Library Trustees approves the compensation changes for Mary Clemens as discussed in Executive Session. Motion carried.

Ayes7 Trustees Bailey Clark, Galle, DeRango, Jeffrey, Hudspeath, Wade
Nays 0 None

Trustee Clark moved and Trustee Jeffrey seconded the motion that the Board of Library Trustees approves the hire as discussed in Executive Session. Motion carried.

Ayes 7 Trustees Bailey, Clark, Galle, DeRango, Jeffrey, Hudspeath, Wade
Nays 0 None

ADJOURNMENT

There being no further business to come before the Board of Library Trustees, President Wade declared the Meeting adjourned at 10:35 p.m.

October 17, 2012
Date Approved

Mary C. Hudspeath, Secretary
Board of Library Trustees