

**MINUTES FOR THE RESCHEDULED 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 27, 2008

TIME: 7:30 p.m.

PLACE: Community Room

I. CALL TO ORDER

President Siegman called the 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 Shambo, Arends, Bailey, Hudspeath, and Siegman
Absent: Trustees Ranck and Douglas
Also Present: Library Director Ann Kennedy

III. PUBLIC PARTICIPATION

There was no one from the public in attendance to address the Board.

ADOPTION OF CONSENT AGENDA

Trustee Bailey moved and Trustee Hudspeath seconded to establish a consent agenda for the Meeting of August 27, 2008. Motion carried.

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

- A. Approval of Minutes of the Regular Meeting of July 16, 2008**
- B. Receive Monthly Report of the Treasurer for the period ending July 31, 2008**
- C. Approve Recommendation, Re: closing for Staff Development Day**
- D. Approve Recommendation, Re: Policy 3.G. Personnel Compensation Policy**
- E. Approve Recommendation, Re; Revision to Policy 5.A. Hours of Service**
- F. Approve Disbursements of the Meeting of August 27, 2008 in the amount of \$206,968.16**
- G. Receive Monthly Report of the Library Director**
- H. Receive Monthly Staff Reports**
- I. Receive Report of the DuPage Library System**
- J. Receive Report of the Friends of the Carol Stream Public Library**
- K. Receive Communications**
- L. Receive Announcements**

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

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

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

Closing for Staff Development Day

The Library be closed from 9:00 a.m. to 1:00 p.m. on Friday, November 14 2008 for staff development on the topic of customer service.

Personnel Compensation Policy

The Board approved Policy 3.G, Personnel Compensation Policy effective August 28, 2008. The original document was written in 1991 and was the basis of the revamped job families, salary ranges, position classifications, etc. that was done at that time. The basic philosophy and practice that is the basis of that policy were not changed except for the performance appraisal system that was implemented in 2005.

Hours of Service

The Library will be open until 6:00 p.m. on Fridays instead of 5:00 p.m. effective September 1, 2008.

Report of the Library Director

Congratulations to the following staff members who celebrated their anniversary in August:
Donna Badame – 11 years and Patrick Clemens – 4 years

Communications

- A. Thank you from Jim Battaglia for Library service
- B. Letter from Alexi Giannoulis, Illinois State Treasurer, outlining changes in the Illinois Funds program
- C. Article from ILA Reporter, August 2008, *A Trustee for the Twenty-First Century*
- D. Letter I sent to the Library Neighbors alerting them to the HVAC and helicopter activity the week of August 25

Announcements

Flyer and ticket order form for the DLS Scholarship Dinner and Silent Auction, September 19, 2008 at The Carlisle in Lombard

Regular Meeting

VI. COMMITTEE REPORTS

B. Facilities Committee

- 1. Recommendation, Re: Use of the Library’s Material Security System

Trustee Shambo moved with a second by Trustee Arends that the Board of Library Trustees adjourn to Executive Session under the Illinois Open Meetings Act 5 ILCS 120/r (c) (8) to discuss security procedures affecting library property and nothing else. Motion carried

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

Accordingly the Meeting was closed to the public at approximately 7:40 p.m. pursuant to an exception to the Illinois Open Meetings Act (5 ILCS 120/r (c) (8)), specifically for the purpose of discussing security procedures affecting library property whereupon the Board discussed the aforesaid matter and no other matter in closed session. The Board returned to regular session at 7:50 p.m.

Trustee Shambo moved, with a second by Trustee Bailey, that the Board accept the recommendation of the Management Staff regarding the implementation of a different material security system. Motion carried.

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

C. Finance Committee
No Report

VII. UNFINISHED BUSINESS

There was no unfinished business to come before the Board.

VIII. NEW BUSINESS

B. Review, Freedom of Information Act

One of the requirements of this year's Per Capita Grant application is to have the Board review the Freedom of Information Act. Director Kennedy reviewed the Act with the Board as it pertains to the Carol Stream Public Library. She distributed copies of the Library's handout of information and the form used by anyone seeking information from the Library.

XV. ADJOURNMENT

There being no further business to come before the Board of Library Trustees, President Siegman declared the Meeting adjourned at 7:55 p.m.

Mary C. Hudspeath, Secretary
Board of Library Trustees