

**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: July 15, 2009

TIME: 7:30 p.m.

PLACE: Conference Room

I. CALL TO ORDER

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

PLEDGE TO THE FLAG

Vice-President Bailey 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, and Douglas

Absent: Trustee Siegman

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.

ADOPTION OF CONSENT AGENDA

Trustee Douglas moved and Trustee Shambo seconded to establish a consent agenda for the Regular Meeting of July 15, 2009. Motion carried.

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

Nays 0 None

Absent or

Not Voting 1 Trustee Siegman (absent)

Trustee Shambo moved and Trustee Hudspeath 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 (absent)

- A. Approval of Minutes of the Regular Meeting of June 17, 2009**
- B. Approval of Minutes of the Special Meeting of July 1, 2009**
- C. Receive Monthly Report of the Treasurer for the period ending June 30, 2009**
- D. Approve Recommendation, Re: Permission to Dispose of Library Furniture and Shelving**
- E. Approve Recommendation, Re: Revised Circulation Policies**
- F. Approve Disbursements of the Regular Meeting of May 20, 2009 in the amount of \$191,709.50**
- G. Receive Monthly Report of the Library Director**
- H. Receive Monthly Staff Reports**

Trustee Shambo moved and Trustee Douglas 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 (absent)

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

Dispose of Library Furniture and Shelving

Library Director was given permission to offer for sale Library furniture and shelving which will no longer be needed as a result of the remodeling project. The offer will be made in the following order, the Village of Carol Stream, local government units, other libraries and the public at large.

Report of the Library Director

The following staff members are recognized for their employment anniversaries during the month of July: Ellen Marchessault – 28 years, Pat Roche – 18 years, Ron Anderson – 3 years, Catherine Medearis – 1 year, Kathie Menzer – 1 year, Erin Peska – 1 year.

Regular Meeting

VI. COMMITTEE REPORTS

A. Human Resources Committee
No Report

B. Facilities Committee
No Report

C. Finance Committee
No Report

VII. UNFINISHED BUSINESS

A. Library Remodeling Project
1. Report, Re: Update on design progress

Director Kennedy reported that she and Pam Leffler, Head of Adult Services, met with Louise Kowalczyk and Jamie Zaura to discuss the details of furniture and shelving layouts in the Adult Services Department. A list was drawn up of what furniture would be reused and what purchased new. The survey of the Library property was being conducted as the Village requested. SRBL has solicited bids to do soil borings where the new entrance will be constructed. The Construction Management Selection Team is scheduled to meet on Monday, July 20 to discuss the selection process. The Trustees who volunteered previously to serve on the team are unable to meet. Trustee Wade volunteered to serve on the team.

VIII. NEW BUSINESS

A. Semi-annual Review of Minutes of Closed Meetings

Trustee Douglas moved and Trustee Shambo seconded that the Board of Library Trustees adjourn to Executive Session under the Open Meetings Act, 5 ILCS 120/2(c)21 where they will discuss the minutes of previous closed sessions as to whether or not the minutes should remain sealed and nothing else. Motion carried

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

Accordingly the Meeting was closed to the public at approximately 7:40 p.m. pursuant to the exception to the Illinois Open Meetings Act 5 ILCS 120/2(c)21 specifically for the purpose of reviewing the minutes of meetings lawfully closed under this Act whereupon the Board discussed the aforesaid matters and no other matters in closed session. The Board returned to regular session at 7:50 p.m.

Trustee Douglas moved and Trustee Shambo seconded that the minutes of executive sessions of the Library Board of Trustees of July 2, 2002, July 17, 2002, July 31, 2002, August 21, 2002, November 20, 2002, December 18, 2002, August 6, 2003, January 21, 2009, February 18, 2009 and March 18, 2009 be released to the public and that the minutes of August 27, 2008 which are closed to the public remain so at this time. Motion carried

C. Discussion, Re: Library conversion to District Status

Director Kennedy distributed to the Trustees a summary of the issues concerning the Library's conversion to a district library. Trustee Douglas stated that in addition to the costs listed in the summary, the Library may have to survey the proposed service boundaries to establish them as the legal boundaries. Estimated cost of this survey would be between \$10,000 and \$50,000. As a Library District the Library could serve the unincorporated areas around Carol Stream if they voted to do so. At this time there is no great interest shown in those areas to be a part of the Library. There would be increased costs to the Library in the form of electric bills, audit and legal fees, and possibly health and life insurance costs. The Trustees agreed that becoming a district was not fiscally sensible at this time and there was no compelling reason to pursue the issue. Director Kennedy will draft a letter for President Siegman to sign addressed to Joseph Breinig, Mayor Saverino and the Village Trustees stating that the Library Board has discussed the matter but the change would result in either increased taxes or decreased services. The Library Board will not pursue the matter at this time.

XII. OTHER REPORTS

A. DuPage Library System
No Report

B. Friends of the Carol Stream Public Library
No Report

C. Census 2010 Complete Count Committee

Trustee Douglas is serving on the Census 2010 Complete Count Committee. The purpose of the Committee is to get people to mail in their completed census forms, especially in the unenumerated areas to get a better percentage of returns. They are looking at how to get the message out using the various communication vehicles already in place in the Village. They will also look at having the forms and brochures available in different languages.

XIII. COMMUNICATIONS

There were no Communications.

XIV. ANNOUNCEMENTS

There were no Announcements.

XV. ADJOURNMENT

There being no further business to come before the Board of Library Trustees, Vice-President Bailey declared the Meeting adjourned at 8:39 p.m.

Mary C. Hudspeath, Secretary
Board of Library Trustees

Minutes drafted by Ann Kennedy, July 19, 2009