

**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: May 19, 2010**

**TIME: 7:30 p.m.**

**PLACE: Library Discovery Room**

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**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, and Siegman

Absent: Trustee Douglas

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

**III. PUBLIC PARTICIPATION**

Members of the public in attendance: Dominic Jeffrey, Michael Kunowski, and Matt Gentile of the Examiner.

No one from the public addressed the Board.

**ADOPTION OF CONSENT AGENDA**

Trustee Wade moved and Trustee Hudspeath seconded to establish a consent agenda for the Regular Meeting of May 19, 2010. Motion carried.

Ayes ..... 5 Trustees Wade, Shambo, Arends, Bailey, and Hudspeath

Nays ..... 0 None

Absent or

Not Voting .... 2 Trustees 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 ..... 5 Trustees Wade, Shambo, Arends, Bailey, and Hudspeath  
Nays ..... 0 None  
Absent or  
Not Voting .... 2 Trustees Douglas (absent) and Siegman (not voting)

- A. Approval of Minutes of the Regular Meeting of April 21, 2010**
- B. Approval of Minutes of the Special Meeting of May 1, 2010**
- C. Receive Monthly Financial Statements of the Treasurer for the period ending April 30, 2010**
- D. Receive Report, re: Performance Appraisal of the Library Director**
- E. Approve Recommendation, re: Organization Depository Resolutions for West Suburban Bank**
- F. Approve Recommendation, re: Acceptance of the Letter of Understanding from McClure Inserra & Company Chartered for services FY2011**
- G. Approve Recommendation, re: Approve Non-Resident Library Card Participation**
- H. Approve Recommendation, re: Approval of the FY2010 Illinois Public Library Annual Report**
- I. Approve Disbursements of the Regular Meeting of May 19, 2010 in the amount of \$265,878.62**
- J. Receive Monthly Report of the Library Director**
- K. Receive Monthly Staff Reports**

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

Ayes ..... 5 Trustees Wade, Shambo, Arends, Bailey, and Hudspeath  
Nays ..... 0 None  
Absent or  
Not Voting .... 2 Trustees Douglas (absent) and Siegman (not voting)

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

**Organization Depository Resolutions**

The Library Board of Trustees approved the Organization Depository Resolutions for the West Suburban Bank retroactive to April 21, 2010. These three resolutions are necessary for the Library to have the three certificates of deposit at West Suburban Bank.

**Acceptance of Letter of Understanding with McClure Inserra**

The Library Board of Trustees accepted the Letter of Understanding from McClure Inserra dated April 26, 2010 for services FY2011.

**Non-Resident Library Card Participation**

The Carol Stream Public Library will participate in the non-resident library card program thereby issuing non-resident cards during the ensuing 12 months in accordance with Participation Form for Illinois Public Law 92-0166 / July 1, 2010 – June 30, 2011. The fee for non-resident privileges is calculated on the basis of the tax rate being applied to the equalized assessed valuation of the applicant’s property – the same as the calculation for a resident. The Library will charge non-resident renters 15% of their monthly rent according to Board Policy 4.F.5.

**Regular Meeting**

**VI. COMMITTEE REPORTS**

B. Facilities Committee  
No report

C. Finance Committee

**3. Recommendation, Re: Transfer of \$500,000 from General Fund to Capital Maintenance and Repair fund.**

Trustee Hudspeath moved and Trustee Shambo seconded that \$500,000 be transferred from the General Fund to the Capital Maintenance and Repair Fund in accordance with Library Board Resolution #238. Motion Carried

Ayes ..... 5 Trustees Wade, Shambo, Arends, Bailey, and Hudspeath  
Nays ..... 0 None  
Absent or  
Not Voting .... 2 Trustees Douglas (absent) and Siegman (not voting)

**Discussion:**

Resolution #238 and 75 ILCS 5/5-8 state that unexpended balances annually received from taxes shall be transferred to the Capital Maintenance and Repair Fund. Director Kennedy estimates that there will be approximately \$500,000 left at the end of the fiscal year in the General Fund. Trustee Wade asked for clarification on the difference between this transfer between funds and the previous month’s transfer between bank accounts. Bank accounts contain co-mingled funds. The transfer between bank accounts was to pay bills. The transfer between funds is to cover future repair costs such as roof repairs. Trustee Wade asked how much the repair of the upper roof may cost. That number is not known at this time.

**VII. UNFINISHED BUSINESS**

**A. Library Remodeling Project**

1. Report, Re: Remodeling update

Director Kennedy reported that the project is almost complete. The roof will be completed on the following day. There are only a couple of items left on the punch list and they should

be done by the end of the week. The skylights will be installed on Monday. The Open House is scheduled for Thursday, May 27 from 4:00 to 7:00 p.m.

**B. Report, Re: Status of the Civil Suit against the Library**

There was nothing new to report on the Civil Suit.

**VIII. NEW BUSINESS**

**A. Recommendation, Re: Contract for the lease of three copy machines from July 2010 through June 2013**

Trustee Wade moved and Trustee Hudspeath seconded that the Board of Library Trustees accept the proposal of Konica Minolta to provide three copiers at the stated lease agreement for July 2010 through June 2013. Motion carried.

Ayes ..... 5 Trustees Wade, Shambo, Arends, Bailey, and Hudspeath  
Nays ..... 0 None  
Absent or  
Not Voting .... 2 Trustees Douglas (absent) and Siegman (not voting)

**Discussion:**

Director Kennedy presented the comparison on six proposals received for 3 copy machines, two for the public and one for the staff. She outlined the pros and cons of each machine. Her recommendation was to accept the Konica Minolta proposal based on the proven track record of the company, the reliability of the machines, the low cost per copy, the large paper storage capacity, and the eco-friendly toner. Trustee Wade commented that the Konica Minolta quote is the closest to the average mean. Trustee Arends asked why we do not offer faxing from the public machine. The staff feels that with the machine being used as a scanner, adding fax capabilities would tie up the machine a great deal.

**C. Recommendation, Re: Request from T-Mobile to build a cell tower on Library property**

Trustee Shambo moved and Trustee Bailey seconded that the Board of Library Trustees not consider the proposal by T-Mobile to build a cell tower behind the Library.

**Discussion:**

Trustee Wade felt that there would be no downside to communicating with T-Mobile. The Board could require that they meet the standards proposed by the Board. Trustees Wade and Arends felt that anything that would generate revenue for the Library needs to be looked at. Questions to be directed to T-Mobile concerned if they had considered the Kuhn Road site, how tall the tower would be, if they could build on a flood plain, what type of revenue could be generated, and how this would affect the Library's tax-exempt status. When asked, Director Kennedy said that she opposed the project because of the aesthetics of building a tall tower in the neighborhood and taking down the Library's trees. It was suggested that T-Mobile be invited to the next Board meeting to discuss the proposal.

Trustee Arends moved and Trustee Shambo seconded that the motion be tabled. Motion carried.

Ayes ..... 5 Trustees Wade, Shambo, Arends, Bailey, and Hudspeath  
Nays ..... 0 None  
Absent or  
Not Voting .... 2 Trustees Douglas (absent) and Siegman (not voting)

**IX. EXECUTIVE SESSION**

There were no items for Executive Session.

**XII. OTHER REPORTS**

A. DuPage Library System

President Siegman reported on the programs she attended at DLS Day on May 17, 2010. She also reported on the current economic conditions being faced by the different library systems. There will be no more money from the State of Illinois until November. Talks between the Systems on mergers and consolidations have accelerated. MAGIC is looking into becoming a separate legal entity. Voices of Vision will be closing June 30, 2010 unless funding from the State is received.

B. Friends of the Carol Stream Public Library  
No report

**XIV. COMMUNICATIONS**

There were no communications.

**XV. ANNOUNCEMENTS**

There were no announcements.

**XV. ADJOURNMENT**

There being no further business to come before the Board of Library Trustees, President Siegman declared the Meeting adjourned at 8:27 p.m.

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Mary C. Hudspeath, Secretary  
Board of Library Trustees