

**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 16, 2012

TIME: 9:30 a.m.

PLACE: Library Discovery 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.

Administration of Oath of Office to Susan Galle and Jerry Clark

Library Director Ann Kennedy administered the Oath of Office to Susan Galle and Jerry Clark.

Vice-President Bailey asked to have the Minutes reflect that Trustees Galle and Clark have been sworn in and that the Minutes will reflect their votes in any action of the Library Board.

Election of President and Treasurer of the Board of Library Trustees

Trustee Jeffrey moved and Trustee DeRango seconded to nominate Michael Wade as President of the Board of Library Trustees. Trustee Hudspeath moved to nominate Jim Bailey as President of the Board of Library Trustees. There was no second to the nomination. Hearing no other nominations, Secretary Hudspeath closed the nominations. A voice vote was held to elect the President. Trustee Wade was elected President of the Board of Library Trustees by a unanimous vote.

Trustee Hudspeath moved to nominate Jim Bailey as Treasurer of the Board of Library Trustees. There was no second to the nomination. Trustee Jeffrey moved and Trustee Galle seconded to nominate David DeRango as Treasurer of the Board of Library Trustees. Hearing no other nominations, President Wade closed the nominations. Trustee DeRango was elected Treasurer by unanimous vote.

As outlined in the By-Laws of the Carol Stream Public Library Trustee Bailey will assume the role of Vice-President as he is the Trustee with the most seniority other than an officer.

II. ROLL CALL

Secretary Hudspeath called the roll.

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

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 Jeffrey seconded to establish a consent agenda for the Regular Meeting of May 16, 2012. Motion carried.

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

Nays 0 None

Absent or

Not Voting 0 None

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

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

Nays 0 None

Absent or

Not Voting 0 None

- A. Approval of Minutes of the Meeting of the Human Resources Committee, April 11, 2012**
- B. Approval of Minutes of the Special Meeting of the Library Board, April 18, 2012**
- C. Approval of Minutes of the Regular Meeting of the Library Board, April 18, 2012**
- D. Approval of Minutes of the Special Meeting of the Library Board, April 24, 2012**
- E. Approval of Library Director's Goals for FY2013**
- F. Approve Disbursements of the Regular Meeting of May 16, 2012 in the amount of \$156,180.18**
- A. Receive Monthly Report of the Library Director**
- B. Receive Monthly Staff Reports**
- C. Receive Communications**

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

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

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

Communications

- A. Thank you from Interfaith Food Panty for donation
- B. Thank you from Ms. King for brochure teaching kids to save money

Regular Meeting

V. MONTHLY REPORT OF THE TREASURER

- A. Accept the Monthly Financial Statements of the Treasurer for the Period Ending April 30, 2012**

Trustee Bailey moved and Trustee Jeffrey seconded that the Monthly Financial Statements of the Treasurer for the Period Ending April 30, 2012 be accepted as presented. Motion carried.

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

Discussion:

President Wade asked for clarification on the Income account line 3800 Other Income. Director Kennedy explained that half of that income came from the LIMRiC Dividend distribution. Another large portion came from jury pay remitted by full-time staff who served on jury duty.

VI. COMMITTEE REPORTS

- A. Finance Committee
No report
- B. Human Resources Committee
No report
- C. Facilities Committee
No report

VIII. NEW BUSINESS

- A. Recommendation, Re: Approval of the Annual Treasurer's Report for FY2012**

Trustee Hudspeath moved and Trustee Jeffrey seconded that the Board of Library Trustees approve the Annual Treasurer's Report for FY2012 as presented. Motion carried.

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

Not Voting 0 None

Discussion:

It was agreed by consensus that when the narrative portion of the Annual Report was completed it would be sent to all trustees for review. If any trustee wanted to discuss the Report then a meeting would be called by the end of May. Director Kennedy cautioned all trustees to only reply to her in the email, not “replay all”, or they would be violating the Open Meetings Act.

B. Recommendation, Re: Approval of Board Resolutions 254, Commendation of Robert E. Douglas for his Service as a Carol Stream Public Library Trustee

Trustee Bailey moved and Trustee Jeffrey seconded that the Carol Stream Library Board of Trustees adopt Resolution 254 Commending Robert E. Douglas for his service to the Carol Stream Public Library and that the Resolution be read into the official minutes of the meeting. Motion carried.

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

President Wade read the following Resolution into the record:

VILLAGE OF CAROL STREAM, ILLINOIS
LIBRARY BOARD RESOLUTION #254
RE: COMMENDATION OF ROBERT E. DOUGLAS FOR HIS SERVICE AS A CAROL STREAM PUBLIC LIBRARY TRUSTEE

WHEREAS, Robert E. Douglas was appointed Library Trustee in December 1986 to fill a vacancy on the Library Board; and,

WHEREAS, he was elected to a six-year term in office in 1987 and was reelected in 1993 for a six-year term, in 1999 for a four-year term, in 2003 for a two-year term, and in 2005 and 2009 for two consecutive four-year terms; and,

WHEREAS, during his terms of office he served the Library whenever called upon and in a variety of ways; and,

WHEREAS, he was always a proponent of the use of technology and automation to improve library functions and enhance services to the public, including the enhancement of the automated circulation system, the online catalog, the Library’s Web page, and access to online databases; and,

WHEREAS, during his tenure on the Board he served on the Finance Committee, the Human Resources Committee, the Facilities Committee, the Bylaws Committee, the Material Selection Committee, the Architect Selection Committee, the Special Events and Public Relations Committee, and the Committee to Plan Conversion to District Status, and the Committee to Codify Goals and Objectives; and,

WHEREAS, during his tenure on the Board he served multiple tenures as Treasurer and as President, giving wise advice and guidance to the Board and the Library; and,

WHEREAS, he helped guide the Library through two major remodeling projects, one in 1995/96 and one in 2009/2010, and two referendum campaigns in 2005 and 2007; and,

WHEREAS, he continued to follow library events and kept in touch with library personnel during two tours of active military duty overseas; and,

WHEREAS, he dressed as Christopher Columbus and served as a Barn Festival Pumpkin Judge; and

WHEREAS, during his time on the Board the Library increased service to the people of Carol Stream with increased collection development, Internet access for the public, online public catalogs, a Library Web page, enhanced public programming, and virtual library services; and,

WHEREAS, he represented the Library at Community events such as the Fourth of July Parade, the Citizen of the Year Dinner, as liaison with the DuPage Library System, and the Intergovernmental Council,

THEREFORE, BE IT RESOLVED that the Board of Library Trustees hereby publicly commends and thanks Robert E. Douglas on behalf of the citizens of Carol Stream and library users everywhere for his exemplary dedication and service to all.

Passed this Sixteenth day of May 2012 by a vote of Ayes: 7; Nays: 0; Absent or not voting: 0

C. Recommendation, Re: Approval of Board Resolutions 255, Commendation of Thomas F. Arends for his Service as a Carol Stream Public Library Trustee

Trustee Hudspeath moved and Trustee DeRango seconded that the Carol Stream Library Board of Trustees adopt Resolution 255 Commending Thomas F. Arends for his service to the Carol Stream Public Library and that the Resolution be read into the official minutes of the meeting. Motion carried.

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

Trustee DeRango read the following Resolution into the record:

VILLAGE OF CAROL STREAM, ILLINOIS
LIBRARY BOARD RESOLUTION #255
RE: COMMENDATION OF THOMAS F. ARENDS FOR HIS SERVICE AS A CAROL STREAM PUBLIC LIBRARY TRUSTEE

WHEREAS, Thomas F. Arends was elected Library Trustee in April 2007 to fill a vacancy on the Library Board; and,

WHEREAS, he was re-appointed to a two-year term in April 2009 and was reelected in April 2011 for a four-year term; and,

WHEREAS, during his terms of office he served the Library whenever called upon and in a variety of ways; and,

WHEREAS, he was always a proponent of considering multiple sides of every issue and educating Trustees on legal and fiscal aspects of decision making; and,

WHEREAS, during his tenure on the Board he served on the Finance Committee, the Human Resources Committee, and the Bylaws Committee; and,

WHEREAS, during his tenure on the Board he served as Treasurer, giving wise advice and guidance to the Board and the Library; and,

WHEREAS, he helped guide the Library through a major remodeling project in 2009/2010; and

WHEREAS, during his time on the Board the Library increased service to the people of Carol Stream with increased collection development, Internet access for the public, expanded technology, enhanced public programming, and virtual library services; and,

WHEREAS, he represented the Library at Community events such as the Fourth of July Parade, the Thursday night concerts at Town Center, and the Citizen of the Year Dinner,

THEREFORE, BE IT RESOLVED that the Board of Library Trustees hereby publicly commends and thanks Thomas F. Arends on behalf of the citizens of Carol Stream and library users everywhere for his exemplary dedication and service to all.

Passed this Sixteenth day of May 2012 by a vote of Ayes: 7; Nays: 0; Absent or not voting: 0

D. Recommendation, Re: Approval of Board Resolutions 256, Commendation of Lynn Johnson for her years of service as the Head of Youth Services

Trustee Hudspeath moved and Trustee Bailey seconded that the Carol Stream Library Board of Trustees adopt Resolution 256 Commending Lynn Johnson for her years of service as the Head of Youth Services and that the Resolution be read into the official minutes of the meeting. Motion carried.

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

Trustee Hudspeath read the following Resolution into the record:

VILLAGE OF CAROL STREAM, ILLINOIS
LIBRARY BOARD RESOLUTION #256
RE: COMMENDATION OF LYNN JOHNSON FOR HER SERVICE AS THE HEAD OF YOUTH SERVICES
AT THE CAROL STREAM PUBLIC LIBRARY

WHEREAS, Lynn Johnson was hired on January 15, 1981 as a Children's Librarian in a shared-staff position with the Glenside Public Library; and,

WHEREAS, Lynn was hired full time at the Carol Stream Public Library on September 6, 1982 as a Children's Librarian; and,

WHEREAS, Lynn was promoted to the Head of Children's Services at an unrecorded date in which position she served admirably until her retirement; and,

WHEREAS, During her employment Lynn developed collections of books, puzzles, puppets, pop-ups, record albums, cassette tapes, compact discs, video cassettes, DVD's, games, magazines, kits, Playaways, ereaders, databases, and ebooks for the people of Carol Stream; and,

WHEREAS, Lynn planned countless storytimes, puppet programs, drop-in-crafts, paid performances, author visits, Kindergarten Kids, Summer Reading Programs, Winter Reading Programs, movies, School's Out Specials, Chess Clubs, Patch Clubs, American Girl Teas, Paws for Reading, movies, and other events to promote books and the love of reading; and,

WHEREAS, During Lynn's employment, automation and technology became a backbone of the Library including the LAN, online catalogs, public access computers, the MAGIC consortium, Internet access for the public, the delivery of information via the World Wide Web, the Library's Web Page, FaceBook, and subscription databases; and,

WHEREAS, Lynn hired and trained many excellent staff and Librarians, sending some on to bigger and better things, while retaining the best for many long years at the Carol Stream Public Library; and

WHEREAS, she helped with planning two major Library remodeling projects, one in 1995/96 and one in 2009/2010, plus countless rearrangements of the Youth Services collection; and,

WHEREAS, Lynn's thirty-one years at the Carol Stream Public Library were dedicated to enriching the lives of the youth of Carol Stream, helping parents and teachers in their search for information and the perfect read, and building a first-class Library for the Community,

THEREFORE, BE IT RESOLVED that the Board of Library Trustees hereby publicly commends, thanks, and honors Lynn Johnson on behalf of the citizens of Carol Stream and library users everywhere for her exemplary dedication and service to all.

Passed this Sixteenth day of May 2012 by a vote of Ayes: 7; Nays: 0; Absent or not voting: 0

E. Recommendation, Re: Approval of Plan to give employees incentive to waive their right to switch from the HMO Health Plan to the PPO Health Plan

Trustee Bailey moved and Trustee Jeffrey seconded that the Board of Library Trustees adopt the plan to incent employees to waive their rights to switch from the HMO Plan to the PPO plan as presented. Motion carried.

Ayes 4 Trustees DeRango, Jeffrey, Bailey, and Hudspeath
Nays 3 Trustees Cark, Galle, and Wade
Absent or
Not Voting 0 None

Discussion:

Director Kennedy introduced Fran Venegas, Human Resources Administrator, who was present to answer any questions.

Trustee Clark stated that he could see the purpose of the plan but was concerned that someone could sign the paper, get \$2,500 and leave the next day. Trustee Clark added that the Minutes of the

May 12, 2004 Board meeting contained a recommendation on changes in the insurance plan and he would like to see that plan enforced. Trustee Clark said that it is his understanding that with the HMO plan employees would not have as much choice as with the PPO plan.

Director Kennedy said that in the Chicagoland area and especially DuPage County there is an abundance of healthcare providers and hospitals that accept the BCBS HMO plan. Trustee Clark said that there is a possibility that health insurance will triple in next three years and he recommended that the plan go to committee for more study. Director Kennedy stated that this is a time sensitive matter and that the change goes into effect July 1 and information is needed from employees by June 1. Trustee Clark asked if the plan has been discussed with employees. Director Kennedy said that it has not been discussed pending Board action. Director Kennedy added that it has been discussed and approved at the Village and that the Library is part of the health insurance plan with the Village.

President Wade stated that, according to his web search, an HMO requires signing up with a principal care provider and if a patient wants treatment for a Health issue the patient would need the permission of the principal care provider to get healthcare service. Director Kennedy and Fran Venegas stated that a person can go to the emergency room without prior authorization. Trustee DeRango concurred that patients have a certain number of hours to contact the primary care provider after an emergency room visit.

President Wade stated that employees would be giving up their right forever of being able to go back to the PPO plan. Director Kennedy said that most employees elect to go with the HMO plan because it costs less and that even if the Board adopts the plan, no employee is being forced to sign the waiver. President Wade asked why the HMO plan doesn't stand on its own merits, why do employees need an incentive to choose the HMO. Director Kennedy explained that the incentive is to never choose a PPO.

Trustee Galle asked if pre-existing conditions wouldn't come into play when switching plans. Fran Venegas stated that pre-existing conditions cannot be a factor in the State of Illinois if the plan participant is with the same employer. Trustee Galle said that she is concerned that people would not be taken care of and get the high quality of care that they would get under a PPO. Fran Venegas stated that she doesn't expect that everyone will waive their right to the PPO and that the incentive is planned to keep the Library's cost down because when a PPO is used the utilization is factored into the cost of the premium. Fran Venegas also explained that in the future, under the Health Care Reform Act, PPO plans will be taxed to the employer.

Trustee Jeffrey stated that if an employee accepts the offer than they are waiving their right to ever change to a PPO and if they don't accept the offer they can change at any given time they want. Director Kennedy said that employees would have to pay the extra cost of switching from an HMO to a PPO. Director Kennedy explained that some employees on the PPO are presently paying 37% of the cost and in July they will be paying 49% of the cost of a PPO.

Trustee Galle stated that insurance renewals come up every year so this can be decided next year. Director Kennedy explained that only this year will they get the \$2500 for signing the waiver. Trustee Jeffrey stated that employees have a choice, pay the difference or take the \$2500.

President Wade stated that he likes the suggestion that a committee look at this and evaluate different PPO plans and their costs. President Wade added that he is opposed to signing away somebody's right to make a choice in the future. Director Kennedy stated that if the Board chooses to go in that direction the Library will not be able to take advantage of the incentive plan in the future, that the option has to be taken advantage of this month. Director Kennedy added that if the

Board wishes to form a committee to look at health insurance plans the choices are to stay with Village or to look for a different plan in which case the Library would have to leave the larger pool with the Village which offers smaller premiums.

Trustee Bailey stated that the best advantage is to stay with the Village because of the numbers. Trustee Bailey added that the Human Resources Administrator and the Director have done a good job of looking at the options and the plan is fair and no more onerous than signing a paper for a 401K. Trustee Bailey felt that the plan is for the good of the employee and preserves their freedom of choice.

Trustee Clark stated that in the private world no one would go to their employee and say "I'll give you \$2500 to change and never switch back." Trustee Clark added that he is against it from the voter's stand point and against the \$70,000, that somewhere along the way the tax payer has paid that money. Trustee Clark added that as an employee he would want the choice and not have something shoved down his throat and he resents telling people they have to sign the waiver. Director Kennedy said they are not telling people they have to sign the waiver, just offering \$2500 if they do sign it.

Trustee Bailey stated that in the private sector this would not be a discussion, that the employer says "This is the plan." Trustee Bailey called the question to vote.

Trustee Hudspeath said that she felt the proposal was counter intuitive and impossibly improbable. Trustee Hudspeath added that this could be the first step to the eventual elimination of the PPO and the plan it is not as clear as it could be. Trustee DeRango stated that later if you keep the PPO you will incur a greater cost and the incentive is to take \$2500 and be money ahead at this time. Trustee Hudspeath said that she anticipates the cost of the HMO will increase also.

Trustee Bailey stated that he called the question to vote and discussion should stop and the vote should be taken.

IX. EXECUTIVE SESSION

Trustee Bailey moved and Trustee Jeffrey seconded that the Board of Library Trustees adjourn to Executive Session under the Open Meetings Act, 5 ILCS 120/2(c)21 to discuss the approval of the minutes of a previous Executive Session and to discuss the minutes of previous Executive Sessions as to whether or not the minutes should remain sealed and nothing else. Motion carried.

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

Nays 0 None

Absent or

Not Voting 0 None

Accordingly, the Meeting was closed to the public at approximately 8:23 p.m. pursuant to the exception to the Illinois Open Meetings Act 5 ILCS 120/2(c)21 to discuss the approval of the minutes of previous Executive Sessions and to discuss the minutes of previous closed sessions as to whether or not the minutes should remain sealed whereupon the Board discussed the aforesaid matters and no other matters in closed session. The Board returned to regular session at 8:31 p.m.

A. Approval of Minutes of the Executive Sessions of the Special Meetings of the Library Board of April 11, 2012, April 18, 2012 and April 24, 2012

Trustee Hudspeath moved and Trustee Jeffrey seconded that the minutes of the Executive Sessions of the Special Meetings of the Library Board of April 11, 2012, April 18, 2012 and April 24, 2012 be approved as presented. Motion carried.

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

B. Approval of Minutes of the Executive Session of the Human Resources Committee of April 11, 2012

Trustee Bailey moved and Trustee Jeffrey seconded that the minutes of the Executive Session of the Human Resources Committee of April 11, 2012 be approved as presented. Motion carried.

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

C. Release of the Minutes of the Executive Sessions of the Special Meetings of the Library Board of April 11, 2012, April 18, 2012 and April 24, 2012 and of the Executive Session of the Human Resources Committee of April 11, 2012

Trustee Clark moved and Trustee Jeffrey seconded that the minutes of the Executive Sessions of the Special Meetings of the Library Board of April 11, 2012, April 18, 2012, and April 24, 2012 and of the Executive Session of the Human Resources Committee of April 11, 2012 be released to the public. Motion carried.

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

XIII. OTHER REPORTS

- A. RAILS Library System
No report
- B. MAGIC Consortium
No report

- C. Friends of the Carol Stream Public Library
No report

XV. ANNOUNCEMENTS

There were no announcements.

Trustee Clark asked why the left side bar of the Web page had words that overlapped. Director Kennedy said that it was probably the setting on the browser that Trustee Clark was using. Trustee Clark asked why pre-2004 minutes were not on the Web page. Director Kennedy said that the minutes were not in a format to be posted on the web page, that there are plans to redesign the web page this year and asked that any new postings wait until after that redesign. Trustee Clark said that there are other minutes which are missing. Director Kennedy said that she would look into it.

XV. ADJOURNMENT

There being no further business to come before the Board of Library Trustees, President Wade declared the Meeting adjourned at 8:38 p.m.

Mary C. Hudspeath, Secretary
Board of Library Trustees