

**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: June 20, 2012

TIME: 7:30 p.m.

PLACE: Library Discovery Room

I. CALL TO ORDER

President Wade called the Regular Meeting of the Board of Library Trustees to order at 7:30 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 Clark, Galle, DeRango, Jeffrey, Bailey, Hudspeath, and Wade

Absent: none

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

III. PUBLIC PARTICIPATION

Kimberly Murphy introduced herself to the Board as a candidate for Assistant Director.

ADOPTION OF CONSENT AGENDA

Trustee Hudspeath moved and Trustee DeRango seconded to establish a consent agenda for the Regular Meeting of June 20, 2012. Motion carried.

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

Nays 0 None

Absent or

Not Voting 0 None

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

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

Nays 0 None
Absent or
Not Voting 0 None

- A. Approval of Minutes of the Special Meeting of March 12, 2012**
- B. Approval of Minutes of the Regular Meeting of May 16, 2012**
- C. Approval of Minutes of the Special Meeting of May 22, 2012**
- D. Receive Monthly Report of the Treasurer for the period ending May 31, 2012**
- E. Approve recommendation, re: Annual Report to the Village for FY2012**
- F. Approve recommendation, re: Bank Resolutions**
- G. Approve recommendation, re: Destruction of Recordings of Library Board Meetings**
- H. Approve recommendation, re: Resolution 257, Prevailing Wage Act Determination**
- I. Approve recommendation, re: Library's Illinois Public Library Annual Report for FY2012**
- J. Receive Monthly Report of the Library Director**
- K. Receive Monthly Staff Reports**
- L. Receive Report of RAILS**
- M. Receive Report of the Friends of the Carol Stream Public Library**
- N. Receive Communications**
- O. Receive Announcements**

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

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

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

Approval of Annual Report to the Village of Carol Stream for FY2012

The Board of Library Trustees approved the Annual Report to the Village for FY2012 as previously reviewed by the Library Board and forwarded to the Village in May 2012. The Annual Report to the Village of Carol Stream is made up of four parts: 1) The narrative report which was reviewed by the Library Board on May 22, 2) Library Board resolution #253 which was approved by the Library Board on March 17, 3) Annual Treasurer's Report which was approved by the Library Board on May 16, and 4) Statistical summary which is compiled from the Librarian's Report filed each month with the Library Board.

Approval of Bank Resolutions

The Board of Library Trustees approved the Corporate Resolutions Designating Michael Wade, David DeRango, and Ann Kennedy as signers on the West Suburban Bank General Fund Account and Payroll Account.

Destruction of Recordings of Library Board Meetings

The Board of Library Trustees authorized the Library Director to destroy the recordings of the Library Board Meetings for May 2007 through December 2009, except for the recordings of Executive Sessions not yet released to the public, as permitted by Public Act 93-0523.

Approval of Resolution 257, Prevailing Wage Act Determination.

The Prevailing Wage Act requires contractors and subcontractors to pay laborers, workers and mechanics employed on public works projects no less than the general prevailing rate of wages for work of similar character in the locality where the work is performed.

Report of the Library Director

Congratulations to the following staff members who are celebrating an employment anniversary in June: Mary Clemens – 18 years, Margo Quaintance – 6 years, John Steadman – 6 years, Shilpa Shah – 4 years, and Pat Danbom – 3 years.

Report of the Friends of the Carol Stream Public Library

The Friends will be hosting a program of Mini Golf in the Library Stacks on Friday, September 21 after the Library closes.

Communications

- A. Thank you from Lynn Johnson for Retirement Reception
- B. Thank you from ILA for support
- C. Thank you from Carol Stream Park District for participation in Just Play

Announcements

- A. Reminder that Trustees need to take the training for Open Meetings Act

Regular Meeting

VI. COMMITTEE REPORTS

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

VII. UNFINISHED BUSINESS

There was no unfinished business to come before the Board.

VIII. NEW BUSINESS

A. Recommendation, Re: Approval of Committee appointments

Trustee Clark moved and Trustee Jeffrey seconded that the Board of Library Trustees approve the Committee appointments. Motion carried.

Ayes 5 Trustees Clark, Galle, DeRango, Jeffrey, and Wade
Nays 2 Trustees Bailey and Hudspeath
Absent or
Not Voting 0 None

Discussion:

President Wade stated that Trustee Galle does not wish to serve on two Committees and that Trustee Bailey volunteered to take her place on the Finance Committee.

B. Recommendation, Re: Approval of change of meeting date for November 2012

Trustee Clark moved and Trustee Jeffrey seconded that the regular meeting of the Board of Library Trustees for November 2012 be held on the fourth Wednesday, November 28 at 7:30 p.m.

Motion was amended to hold the meeting on Monday, November 19 at 7:30 p.m. Motion carried

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

X. DISBURSEMENTS

A. Approval of Disbursements for the period May 1, 2012 to May 31, 2012, plus the Addendum for the Meeting of June 20, 2012.

Trustee DeRango moved and Trustee Jeffrey seconded that the Board of Library Trustees approve the Disbursements of May 2012 plus the Addendum for the Meeting of June 20, 2012 in the amount of \$174,389.39. Motion carried.

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

Discussion:

Trustee DeRango questioned the expense for the new water heater and for Roto Rooter.

IX. EXECUTIVE SESSION

A. Report on the Civil Suit against the Library

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)11 to discuss litigation against the Library and nothing else. Motion carried.

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

Accordingly, the Meeting was closed to the public at approximately 7:48 p.m. pursuant to the exception to the Illinois Open Meetings Act 5 ILCS 120/2(c)11 to discuss litigation against the Library whereupon the Board discussed the aforesaid matters and no other matters in closed session. The Board returned to regular session at 8:37 p.m.

XII. OTHER REPORTS

A. MAGIC Consortium
No report

Britt Isaly of Ancel Glink discussed with the Board there is no necessity of Board members completing I9 forms, the authority of the Board President to appoint Committee members, and the use of Roberts Rules of Order to conduct meetings.

A Finance Committee meeting was set for Tuesday, July 3 2012 at 7:00 p.m.

XV. ADJOURNMENT

There being no further business to come before the Board of Library Trustees, President Wade declared the Meeting adjourned at 9:04 p.m.

Mary C. Hudspeath, Secretary
Board of Library Trustees