

Berwyn Public Library Board
Minutes of the Regular Meeting
Library Board Room, Riverside Drive & Harlem Avenue
Feb. 13, 2006

Call to Order

President Patricia Zank called the meeting to order at 7:02 p.m. following a tour of the newly relocated Periodicals Department. Members present: Deborah Cullen, Ann Marrone, Eileen Pech, Doris Remp, and Phyllis Walden. Staff: Director Bill Hensley and Kathleen Behrendt. Guests Ray Suda.

Ald. Nona Chapman, city liaison to the Library, arrived at 7:25 p.m. Member Louise Sommese arrived at 7:37 and Member Irene Martin at 8 o'clock.

Welcome to New Member

President Zank introduced new member Deborah Cullen to the Board.

Minutes

On a motion by Pech, the minutes of the Jan. 9 meeting were approved as presented with Cullen abstaining.

Review of Bills for Payment

On a motion by Walden payment was approved for:

Bills for January 2006	
Salaries	\$ 91,128.53
Expenditures	<u>52,226.31</u>
Total	\$143,354.84

Video Rentals	
December	\$2,155.00

Correspondence

A letter was read from Terrie Woznicki, a member of the KGB Knitting Guild of Berwyn. At the request of the Board, the Director will propose that Guild members be photographed with the quilts they created. Because of the difficulty of properly displaying the heavy quilts on the library's limited wall space, the Guild will be asked to consider selecting 4 to 6 squares to be framed individually and exhibited as a group.

Librarian's Report

The Board expressed appreciation to Jim Frank for his thorough computer services report and asked that Frank attend the February meeting to explain in laymen's terms how the data collected helps the Library.

Finance & Foundation Committee

Zank noted that in the first month of the gel bracelet fund-raiser, sales recouped \$106 of the \$170.97 invested.

Building Fund Report

Opening January Balance	\$9,028.66
Expenditures	- 806.98
Revenues	<u>75.00</u>
Closing Balance	\$8,296.68

The report was accepted and placed on file.

Policy & Personnel Committee

On a motion by Pech and with Sommese now present, the Board approved revisions in the Renewal, Meeting Room and HP 4550N Color LaserJet Printer policies.

At Zank's request, the Attendance and Punctuality Policy was referred back to the Director to check its compliance with State of Illinois policies.

Unfinished Business

At the suggestion of Walden, proposals to use a consent agenda and obtain Robert's Rules training from Robert Schuck were deferred until a full Board is in place.

Swearing in Ceremony

City Clerk Thomas Pavlik arrived at 7:55 and administered the oath of office to re-appointed Board Members Ann Marrone, Eileen Pech and Doris Remp.

New Business

Discussion resumed on a staff proposal to rescind the \$1 charge on children's videos based on diminished circulation since the fee was imposed. A motion by Walden, seconded by Martin to rescind the charge failed 5-3 with Cullen, Marrone, Remp, Sommese and Zank voting against waiving the fee and Martin, Pech and Walden voting in favor. Reflecting Board concerns about the effect such a waiver would have on Library income, Zank asked Hensley to provide a two- to three-month comparison for the March meeting on the amount of revenue attributable to children's videos.

Ald. Chapman said there was no relationship between the city's acquisition of the off-site parking lot for the Library and the Library Board's imposition of video fees. Chapman said she was part of a city delegation that recently went to Springfield to seek funding to pave and light the Library lot as well as to create parking in the Depot District.

Walden agreed to represent the Berwyn Library at a Feb. 20 focus group to discuss trustee education and training to be offered through the new Metropolitan Library System's Trustee Information and Assistance Center.

The Board concurred in the recommendation of the Marketing, Business and Community Outreach Committee to help sponsor a luncheon on Tuesday, April 4, for National Library Workers Day. The director will report on staff luncheon plans at the March Board meeting and a sign-up sheet will be circulated for Board members wishing to contribute salads, casseroles or baked goods.

A Marketing Committee proposal to host a ribbon-cutting and reception to thank city officials for the new parking lot was tabled to a time closer to project completion.

Trustee Topics

Sign-up sheets were distributed for Board

At-Your-Service Days.

Marketing, Business, Community Outreach

Citing the committee's Jan. 31 report, Chairman Pech thanked the Library staff for the increased statistical reporting which the Committee will gather pending appointment of a Board/Staff/Patron Committee to develop a 5-year marketing program.

Closed Session

On a motion by Pech and the unanimous vote of all members present, the Board adjourned into closed session at 8:50 p.m. pursuant to Section 2 (c) (1) of the Open Meetings Act regarding the appointment, employment, compensation, discipline, performance or dismissal of an employee. Following discussion, the Board returned to open session at 9:05 on a motion by Cullen.

The minutes of the Oct. 17, 2005 closed session were approved unanimously on a motion by Walden, and the data from the closed session was referred to the City's library liaison and HR on a motion by Pech.

Adjournment

Following a motion by Martin, the meeting adjourned at 9:10 p.m.

Submitted by:
Eileen Pech, Secretary