Berwyn Public Library Board Minutes
April 16, 2007 Regular Meeting
Library Board Room, Riverside Drive & Harlem Avenue

Call to Order

Acting President Deborah Cullen called the meeting to order at 7:04 p.m. Members present were John Chrastka, Ann Marrone, Irene Martin, Eileen Pech, Jerome Pohlen, Doris Remp, Matthew Scharpf and Louise Sommese. Staff present: Director Bill Hensley and Kathi Behrendt. Guest: Aldermanic Liaison Nona Chapman.

Agenda

On a motion by Chrastka, seconded by Sommese, the revised agenda presented by Cullen was approved.

Minutes

On a motion by Chrastka, seconded by Martin, the minutes of the March 19, 2007 meeting were approved as presented.

Correspondence

Cullen noted receipt of a letter announcing the Berwyn Library had received a state per capita grant of $66,088.58.

Financial Report

Following confirmation that 60-day Board appointees Pohlen and Scharpf had been duly sworn in, reports on operating expenses, building and maintenance funds, video rentals and the per capita grant were approved on a motion by Pech, seconded by Remp, and a 9-0 roll call vote.

The director reported the Library Board Fund balance has not changed from the previous month's balance of $310.94.

Director's Report

On an inquiry from Chrastka, Behrendt said literature promoting the summer reading program is in the printer's hands and soon will be ready for distribution. Last year 1,200 students enrolled compared with 500 the year before.

Pech and Hensley expressed appreciation for staff members and volunteers who helped organize the April 14 dedication of the new parking lot. Thank-you notes will be sent to all who contributed to the celebration.

Cullen reminded members of Employee Appreciation Day to be held from 12:30 to 2:30 p.m. Tuesday, April 17 in conjunction with National Library Workers' Day. Service pins will be presented recognizing employee anniversaries beginning at the fifth year and in five-year increments thereafter.

In addition, Chrastka will represent the Berwyn Library and the American Library Association in lobbying in Springfield during National Library Week. Chrastka urged the Board to begin planning now to help celebrate the 50th anniversary of National Library Week which will take place next year.

Chrastka discussed the 2006-07 Illinois Public Library Annual Report (IPLAR). He highlighted grants and pointed up the difference between Berwyn's 28,000 library cards holders and 10 times that number of people who passed through our doors last year.

Hensley anticipated increased library card interest will be sparked by a contest to design a new card and asked the Board to judge contest entries. At the suggestion of Scharpf, contest rules will be clarified.

Strategic Plan Report

Once senior library staff completes a review of the current Strategic Plan, Chairman Chrastka said his committee will meet to discuss a staff-wide web-based survey. Then Board members will be asked to contact community groups for their input.

Bylaws Committee Report

Proposed bylaws revisions were distributed, and Cullen asked Board members to review them for discussion at the May meeting. To create more generalized bylaws that will not require frequent amendments, Cullen noted many specific procedures will be detailed in Board policies instead. Chrastka said the new format was based on models put together by library consultants. Pech anticipated sections regarding Board appointments can be finalized following city ordinance review at the next City Council meeting.

Unfinished Business

Space Consultant – Martin agreed to work with the Director in developing requests for proposals for a consultant to complete a state-mandated 10-year review of Library space needs, develop long-range goals and address current service flow issues on the first floor and lower level.

Budget – Liaison Chapman explained the Library's 2007 budget allocation of $2,486,470. She noted that although the City Council voted not to increase the levy, a 5 percent increase for police, fire and library was achieved through fund reallocation. This enabled the Council's Budget Committee to approve the Library's budget proposal with only one exception – the request for an additional library assistant for Youth Services.

As to Library salary increases, she noted that although the City Council asked for 4 percent across-the-board raises for non-union employees, the decision is up to the mayor.

Chapman noted the new budget format breaks out benefit and utility expenses for each city department even though these expenses still will be paid out of the city's general fund.

New Business

Discussion of the Library's need for a new garage was tabled to the August meeting while the City negotiates to purchase part of the railroad right-of-way. Part of the land from such a purchase might provide space for a garage, Hensley noted.

Closed Session

On a motion by Pech, seconded by Chrastka, and following a roll call vote, the Board entered into closed session at 8:19 p.m. pursuant to Section 2 (c) (1) of the Open Meetings Act "…to consider the appointment, employment, compensation, discipline,

performance matters or dismissal of an employee" and Section (21) "to discuss minutes of meetings lawfully closed under the Act."

Following discussion, the Board reconvened into open session at 8:51 p.m. The minutes of the closed session of March 19, 2007 were approved on a motion by Pech, seconded by Sommese.

Committees

Cullen announced Chrastka will be joining the Policy/Personnel Committee which Sommese will now chair. She noted the Board will need active committees for Finance and for Building/Grounds and asked members to consider service on those committees.

The Strategic Planning Committee will meet at 7 p.m. Thursday, May 3.

Policy and Personnel will meet at 5:30 p.m. Wednesday, May 16.

Adjournment

Following a request by Cullen for Board members to submit May agenda items by Tuesday, May 15, the meeting adjourned at 9 p.m.

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Eileen Pech, Secretary