

**Dundee Township Public Library District
Board of Trustees Meeting
Monday, February 8, 2010
7:00 p.m.**

**Dundee Township Public Library Meeting Room
555 Barrington Avenue
East Dundee, Illinois 60118**

President Lenore McDonald called the meeting to order at 7:02 p.m.

Secretary Bill Stephens called the roll. The following trustees were present: McDonald, Stephens, Marge Skold, Liz Gade, Sherry Dobson and Joe Molinaro. Mary White was absent. Director Roxane E Bennett was also present. Audience attendance included: Jeanne Etling, Carolyn Friedlund and Eleanor Mamayek.

AUDIENCE PARTICIPATION

There was no audience participation.

CONSENT AGENDA

- A. Minutes from the January 11, 2010 Board of Trustees Meeting
- B. Minutes from the January 11, 2010 Board of Trustees Executive Session
- C. Financial Report and Payment of Bills for January, 2010: total disbursements were \$190,060.56.

Gade moved to accept the consent agenda with the Executive Session minutes to remain closed. The motion was seconded by Dobson and passed with 5 aye, 0 nay, 1 abstention (McDonald) and 1 absent.

PRESIDENT'S REPORT

McDonald reported that the library has been awarded \$55,000 from the State of Illinois for the 2010 per capita grant. White has resigned as trustee effective immediately. Discussion centered on filling that position and the process needed to do so. General consensus was to solicit interested residents through the library newsletter and website. The deadline for submissions will be 5 pm on Monday, March 8th with the goal of selecting a candidate at the April, 2010 Board Meeting. Gade will become treasurer pro tem until such time as the trustees are back to their full 7 members. McDonald is already authorized to sign checks. Various TIFs were discussed. McDonald noted that the next TIF meeting is scheduled for February 16th, 2010.

DIRECTOR'S REPORT

Bennett solicited questions about her written report. She noted that her meeting with Tom Mammoser, Director of the Dundee Township Park District, went quite well. They are potentially a good partner for the library. Bennett will be attending a three-day training course on human resource issues in February. Bennett also discussed the electronic mailing of meeting

packets for trustees and it was agreed that the pages formerly printed on goldenrod paper would be sent with no background to lower the size of the files emailed.

APPOINT COMMITTEE FOR THE REVIEW OF CLOSED SESSION MINUTES

After a short discussion, Gade moved that Dobson and Stephens review the closed session minutes prior to the next Board Meeting. The date and agenda for the meeting will be posted in the library. The motion carried with 6 aye, 0 nay and 1 absent.

COMMITTEE REPORTS

There were no committee reports

BOARD DEVELOPMENT

Our Friends of the Library had a successful sale and raised \$1,600. The Friends Secretary has resigned. Diane Campbell agreed to fill the position until the next election is held. The Friends are growing with new people joining every month. Stephens will attend the February Friends Meeting. Property/Liability Insurance will be up for renewal on April 1st. The renewal quote is being prepared, but is not yet complete. Bennett provided preliminary figures. It appears that the renewal amounts will be lower than last year. Bennett will e-mail the renewal proposal to trustees as soon as it arrives to provide time for trustees to review it before the March meeting. Gade noted that the library should be checking for the possibility of fraudulent accounts set up with our FEIN (federal employer identification number). Discussion turned to employee health insurance. Trustees indicated that they would like a presentation about the options available well in advance of renewal time in June. Bennett will try to schedule that for the April meeting. Review of the Board Policy Document was deferred due to the length of the meeting. The Board Retreat was discussed and several facilitators were mentioned. There was general agreement that the retreat should wait until the new trustee is in place. Meanwhile, Bennett will collect and collate trustee responses to the self-evaluation tool.

QUESTION AND ANSWER PERIOD

The Foundation was discussed. The consensus was to allow the Foundation to expire due to inactivity. It was noted that the Friends of the Library is also a 501C entity which can receive donations for library purposes if the donor desires a tax deduction. Funds intended for the Foundation appear to be held in the library's General Fund and should be moved into a separate account. McDonald, Dobson, and Molinaro will be attending the Legislative Breakfast next week. Dobson and Molinaro are also planning to attend the ILA Trustee Forum Workshop on February 27th.

ADJOURNMENT

Dobson moved to adjourn the meeting at 8:37. Molinaro seconded and the motion carried in a voice vote.

