

Dundee Township Public Library District
Board of Trustees Meeting
Wednesday, August 12, 2009
7:00 p.m.

East Dundee Village Hall Annex
120 Barrington Avenue
East Dundee, IL 60118

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

ROLL CALL

The following trustees were present: Liz Gade, Lenore McDonald, Joseph Molinaro, Marge Skold, Bill Stephens, and Mary White. Sherry Dobson was absent. Interim Library Director Phyllis O'Neill also was present. Audience attendance included: Art Barnes and Bill Piper.

AUDIENCE PARTICIPATION - none

CONSENT AGENDA

- A. Minutes of 13 July 2009 Board of Trustees Meeting.
- B. Minutes of 13 July 2009 Executive Session Meeting (distributed by White).
- C. Minutes of 9 July 2009 Special Board of Trustees Meeting (distributed by White).
- D. Minutes of 9 July 2009 Executive Session Meeting (distributed by White).
- E. Minutes of 10 July 2009 Special Board of Trustees Meeting (distributed by White).
- F. Minutes of 10 July 2009 Executive Session Meeting (distributed by White).
- G. Minutes of 20 July 2009 Special Board of Trustees Meeting (distributed by White).
- H. Minutes of 20 July 2009 Executive Session Meeting (distributed by White).
- I. Minutes of 27 July 2009 Special Board of Trustees Meeting (distributed by White).
- J. Minutes of 27 July 2009 Executive Session Meeting (distributed by White).
- K. Financial Report & Payment of Bills, July 2009: total disbursements for the month were \$312,597.13.

Motion: Molinaro moved to approve the consent agenda with the Executive Session minutes open. White seconded the motion, and it carried by unanimous roll call vote.

PRESIDENT REPORT

McDonald thanked White for making the arrangements for the meeting site, and she thanked everyone for accommodating the date change. The September Board meeting will be held at the Depot in East Dundee, 319 N. River Street, beginning with a public hearing at 6:45 p.m. McDonald thanked all who were involved with the library renovation work completed thus far.

INTERIM DIRECTOR REPORT

O'Neill noted the recent newspaper articles about books being discarded in the dumpster. She added that this action was necessary and a last resort. Those books thrown away were old software manuals from the 1980s, 10-year-old textbooks, those in bad condition, and those not circulated the last four years. The Friends of the Library could only store a certain amount for their sale in the fall without incurring extra storage expenses. Friends of the Library President Bill Piper gave a brief summary of the Friends involvement in

the book culling. O'Neill suggested a joint effort between the Board and the library staff in developing a collection management and weeding policy. Skold urged the use of professional recycling. In the future, O'Neill said it is likely that multiple copies of best sellers will be leased rather than purchased.

O'Neill reported that a new employee, formerly a marketing director for a publisher, has been hired for 20 hours per week to develop a library marketing strategy and to work with the Friends for the gala opening. Work also will include a new library identity and logo.

Art Barnes gave an update on the renovations, distributing copies of the budget status. A "pending change orders" line item has been added in the amount of \$45,200. The project is on budget and on time. The demolition phase is complete and work continues with the HVAC interior work; new units to be delivered August 18. Some change orders have been completed for findings revealed once the building was "opened." Another change order was needed for a new, updated fire alarm system. Two trailers now accommodate the administrative staff and the "little library."

DISCUSSION – BUDGET & APPROPRIATIONS HEARING

Copies of Ordinance 09-10 Annual Budget and Appropriations Ordinance were distributed. The Budget and Appropriations Hearing will be Monday, September 14, 2009, 6:45 p.m., at the East Dundee Depot.

ACTION: APPROVE ANNUAL REVIEW OF BOARD MINUTES

Motion: Skold moved to accept the report as presented (review of minutes for 1 July 2008 through 30 June 2009). Gade seconded the motion, and it carried by unanimous roll call vote.

ACTION: APPROVE RECOMMENDATION OF CLOSED SESSION REVIEW COMMITTEE

Motion: White moved that the following Closed Session minutes remain closed: 12 May 1998, 11 Feb. 2008, 14 Apr. 2008, 12 May 2008, 8 Sept. 2008, 8 Dec. 2008, 11 May 2009, 18 May 2009. After a second by Gade, the motion carried by unanimous roll call vote.

ACTION: APPROVE AMENDMENT TO SCHEDULED SUNDAY LIBRARY OPENINGS (09-09)

Motion: Skold moved to approve Ordinance 09-09 amending the scheduled Sunday openings in September 2009 due to library renovations. The library will be closed Sundays, Sept. 13, 20, and 27. Gade seconded the motion and it carried by unanimous roll call vote.

COMMITTEE REPORTS

There were no committee reports.

BOARD DEVELOPMENT

Friends Meeting Overview: Molinaro reported on the July meeting. Plans continue for the next book sale on Nov. 6-7. Volunteers are needed for sorting Nov. 3-5 plus help in categorizing the children's books. The Friends will contribute to the opening gala and

will have a booth at Heritage Fest in West Dundee. There was a discussion about ways to fulfill the library staff wish list. Skold will attend the Aug. 18 meeting; Gade on Sept. 15; and McDonald on Oct. 20.

QUESTIONS AND ANSWERS - none

EXECUTIVE SESSION

Gade made a motion to adjourn to Executive Session to discuss personnel issues. Molinaro seconded the motion, and it carried by unanimous roll call vote. The meeting moved to Executive Session at 7:50 p.m.

McDonald called the meeting back to order at 8:19 p.m. with the roll call taken of 6 present, Dobson absent.

ACTION: APPROVE TERMS OF EMPLOYMENT FOR LIBRARY DIRECTOR

Motion: White moved to approve the Terms of Employment for the new library director. Molinaro seconded the motion and it passed by unanimous roll call vote.

ADJOURNMENT

Gade moved and Molinaro seconded to adjourn the meeting. Following a unanimous roll call vote, the meeting adjourned at 8:20 p.m.

Bill Stephens
Board Secretary