

**Dundee Township Public Library District
Board of Trustees Meeting
Monday, July 11, 2011
7:00 p.m.**

**Dundee Township Public Library District
555 Barrington Ave
East Dundee, IL 60118**

Meeting called to order by President Marge Skold at 7:02 p.m.

ROLL CALL

Alfredo Lechuga called the roll. The following trustees were present: Skold, Lechuga, Norman Raven, Richard Corbett, Joe Molinaro, and Lenore McDonald. Audience attendees included: William J. Stephens, Ginger Boskelly, Carolyn Friedlund, Maria Bagshaw, Heidi Hohman and Jeanne Etling.

APPROVAL OF AGENDA

Molinaro moved to approve the agenda and McDonald seconded. Roll call vote: 7 ayes, 0 nays, 0 absent.

PUBLIC COMMENT

None

RESOLUTION 2011-03

Skold read the resolution honoring William J Stephens for his service on the board. A plaque was presented in his honor.

Whereas, William J. Stephens ably served as Trustee of the Dundee Township Public Library District from 2009 through June, 2011; and
Whereas, William J. Stephens served as Secretary from July 2009 – June 2011 and on various committees of the Board of Trustees; and
Whereas, William J. Stephens played a pivotal role in setting the long-range plans for the Library district, including promotion of a west side facility; and the selection of a new library director; and
Whereas, William J. Stephens was instrumental in planning for and implementing major improvements to the Library, such as a new print/scan and staff copier solution, facility updating and renovation; and
Therefore, be it resolved that in recognition of William's service to the Dundee Township Public Library District, the Board of Trustees, on behalf of the residents, staff, and themselves, present to William this plaque; and
Be it further resolved that on this, the eleventh day of July, two thousand and eleven, this resolution be presented to him and that its contents be spread upon the minutes of this organization.

SWEARING IN OF NEW TRUSTEE

Skold administered the oath of office to Maria Bagshaw who was appointed to fill the vacancy created by Stephens' resignation.

PRESIDENT'S REPORT

Skold listed discussion topics that would be covered by our speakers at the Special Meeting this weekend.

DIRECTOR'S REPORT

Bennett called trustee's attention to a new report showing the cash balances for the library. Discussion ensued about annual transfers of funds to Special Reserve for maintenance of the current building and building a west side library.

Friedlund explained that the decline in computer usage statistics are due to increased patron use of personal wireless devices. There are still often wait times for library PCs during our busier times – evenings & weekends.

Request was made for Kirsten/Marketing to start building a long range communications plan.

CONSENT AGENDA

Exhibit A.1 Minutes from the June 16, 2011

Exhibit A.2 Payment of June 2011 bills totaling \$261,593.54

Exhibit A.3 Payroll for June 2011 totaling \$135,325.63

Exhibit A.4 Monthly financial reports for June 2011

Exhibit A.5 Financial summary report YTD 06/30/11

Exhibit A.6 Monthly cash summary for June 2011

Molinaro moved to approve the consent agenda. McDonald seconded. The motion passed with a roll call vote: 5 ayes, 0 nays, 2 abstain.

OLD BUSINESS

None

NEW BUSINESS

Raven moved to approve the Working Budget for Fiscal Year 2011-12. Corbett seconded. The motion passed with a roll call: 7 ayes, 0 nays, 0 absent.

McDonald moved to adopt Ordinance 2011-04 Building and Maintenance Tax Ordinance (.02%). Molinaro seconded. The motion passed with a roll call: 7 ayes, 0 nays, 0 absent

Corbett moved to approve closing the library for two days designated by the Director for the purpose of modifying the circulation area for installation of the Automated Materials Handling equipment. McDonald seconded. The motion passed with a roll call: 7 ayes, 0 nays, 0 absent

The Budget & Appropriations Hearing date & time was announced. It will be held on Monday, September 12, 2011 at 6:45 p.m.

EXECUTIVE SESSION

None

BOARD DISCUSSION

Potential retreat topics were discussed. Roger Ritzman and Richard McCarthy will speak.

All trustees will be signed up for ILA membership and receive *The Reporter*. The annual conference will be held 10/18-10/20 in Rosemont. Corbett, Bagshaw, Skold and Lechuga indicated that they would like to attend.

Corbett and McDonald have reviewed the FY10/11 Minutes and Secretary's records for the Annual Report. Review of Executive Session Minutes should be included on the August agenda.

ADJOURNMENT

Skold adjourned the meeting at 7:52 p.m. Corbett moved to adjourn, Bagshaw seconded. Motion passed on a voice vote. 7 ayes, 0 nays and 0 absent



Alfredo Lechuga Jr., Secretary

RICHARD CORBETT
SEC PRO TEMP