

**MINUTES OF THE REGULAR MEETING
OF THE LIBRARY BOARD OF TRUSTEES
July 15, 2009**

1. CALL TO ORDER

Knobloch called the regular meeting to order at 7:07 pm in the Board Room of the Nichols Library.

2. ROLL CALL

Board Present: Jeff B. Davis
Jerry Feldott
Regina Johnson
John Knobloch
Sun Kwok

Board Absent: Jyoti Chokshi
T. Brett Flickinger
John Maas
Lee Spadoni

Student Members: Sana Kagalwalla
Iris Liu
Meena Sayeed

Staff Present: Donna Dziedzic, Executive Director
Julie Rothenfluh, Deputy Director
Marcia Lebeau, Assist. Dir. Admin. Svcs.
Sue Prindiville, NID Library Manager
Olya Tymciurak, NBL Library Manager
John Spears, NSL Library Manager
Frances Tong, IT Manager
Peggy Barry, Community Svcs. Manager
Dave Della Terza, Computer Lab Supvsr.

ADMINISTRATION OF OATH OF OFFICE

Knobloch administered the Oath of Office to Kwok and Davis as President and Vice President, respectively. The Board welcomed Kwok and Davis, and thanked Knobloch for his service as President.

3. CONSENT AGENDA

09-7/15-24

A. APPROVAL OF MINUTES

1. June 17, 2009 Regular Minutes

B. APPROVAL OF EXPENDITURES

1. June 12, 2009

2. June 26, 2009	
Handwritten Checks	\$0.00
Accounts Payable	\$329,166.24
Payroll (5/22/09, 5/8/09)	\$787,652.00
Other Payables	\$968.33
Acct. & Data Processing Charges	\$533.50
Other	\$21,987.80
TOTAL	\$1,140,307.87

C. FINANCIAL REPORTS

1. Statement of Cash – June 20, 2009
2. Statement of Revenue and Expense – June 2009

Motion by Knobloch, seconded by Feldott, to approve the June Consent Agenda.

MOTION DECLARED CARRIED.

4. COMMUNICATIONS AND PUBLIC FORUM

None.

5. REPORTS

09-7/15-25

A. Director's Report

Dziedzic reported that the Summer Reading Program is in full swing, with very high registration numbers, with the Read Together and Riverwalk Storytimes once again proving to be very popular this year.

Dziedzic discussed the Library Renovations project, and asked Lebeau to brief the Board on the status of the project.

Dziedzic gave an overview of the ALA conference, stating that she enjoyed presented and appreciated the opportunity to hear and learn from many colleagues in the industry.

Motion by Davis, seconded by Knobloch, to approve the June Director's Report as presented. **MOTION DECLARED CARRIED.**

6. OLD BUSINESS

A. Strategic Plan Update

Dziedzic stated that the update prepared by Rothenfluh was fairly straightforward and would remain our model through the next calendar year.

Rothenfluh noted that there will be focus on Human Resources and 'meeting the customer where they are.'

7. NEW BUSINESS

A. Presentation of Resolution HR0142 – Illinois State House Representatives Michael G. Connelly and Darlene Senger

This item was tabled and will be rescheduled.

B. Preliminary Budget Assumptions for new FY10-11

09-7/15-26

Dziedzic emphasized that these numbers are preliminary, and will change as staff develops details and the City moves forward with their Budget process. Dziedzic noted

that staff will be working with Councilman Fieseler and City Finance Director Karen DeAngelis to clarify any City guidelines and projections.

Lebeau encouraged the Board to email or call with suggestions. Davis commended Lebeau and staff for their work on the budget development.

Kwok asked about the Per Capita Grant process. Tong briefed the Board on the steps involved. The Board discussed the pros and cons of the annual application process. Dziedzic stated that she would raise the issue with ILA and get back to the Board with feedback.

Motion by Feldott, seconded by Knobloch, to approve the Preliminary Budget Assumptions for FY10-11 as presented. **MOTION DECLARED CARRIED.**

C. Review of Policy 253 – Freedom of Information **09-7/15-27**
Dziedzic stated that the Freedom of Information policy is up for routine review, with no significant changes at this time.

Board and staff discussed potential legislative changes to the Freedom of Information request procedures. Dziedzic stated that she will keep the Board apprised of any changes as they occur.

Motion by Feldott, seconded by Knobloch. **MOTION DECLARED CARRIED.**

D. Recommendation to Award Furnishings Contract **09-7/15-28**
Lebeau distributed a Summary and Bid Analysis prepared by the Library's architectural firm, PHN, for Board review.

Lebeau and Dziedzic responded to questions by the Board, and clarified issues pertaining to the bid process with PHN, and differences from original estimates. Lebeau noted that the Library is still running under budget for the project.

Motion by Feldott, seconded by Davis to award contracts to Corporate Concepts, Inc. in the amount of \$159,205.26 for the Library Furniture Package; OEC Business Interiors, Inc. in the amount of \$62,236.08 for the Commercial Furniture Package; OM Workspace in the amount of \$43,959.00 for the Systems Furniture Package. **MOTION DECLARED CARRIED.**

CLOSED SESSION **09-7/15-29**

Motion by Feldott, seconded by Knobloch to enter into closed session for the purposes of the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body in accordance with Section 2(c)(1) and Security procedures and the use of personnel....Section 2(c)(8) of the Illinois Open Meetings Act.

ROLL CALL VOTE: AYE: DAVIS, FELDOTT, JOHNSON, KNOBLOCH, KWOK, ABSENT: FLICKINGER, JOHNSON, MAAS, SPADONI.

The open session closed at 8:00 p.m.

8. RETURN TO OPEN SESSION **09-7/15-30**

The meeting returned to open session at 8:40 p.m. Kwok advised that the Board discussed employment discipline and compensation, as well as a security issue.

Motion by Knobloch, seconded by Feldott, to return to open session. **ROLL CALL VOTE: AYE: DAVIS, FELDOTT, JOHNSON, KNOBLOCH, KWOK. ABSENT: FLICKINGER, JOHNSON, MAAS, SPADONI.**

9. FUTURE AGENDAS **09-7/15-31**

No changes were made to the Annualized Schedule.

10. ADJOURNMENT **09-7/15-32**

Motion by Knobloch, seconded by Feldott, to adjourn the meeting at 8:47 p.m.

MOTION DECLARED CARRIED.

Respectfully submitted,

Barbara Prescott
Administrative Assistant