

**MINUTES OF THE REGULAR MEETING  
OF THE LIBRARY BOARD OF TRUSTEES  
June 17, 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:	Jyoti Chokshi - via Teleconference Jeff B. Davis Jerry Feldott John Knobloch Sun Kwok Lee Spadoni
Board Absent:	T. Brett Flickinger Regina Johnson John Maas
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 Aynne Reist, NBL Children's Svcs. Spvrs. Jon Render, Facilities Manager Ravi Shenoy, NID Teen/AS Librarian
Others Present:	Bob Fieseler, City Council Liaison Karen DeAngelis, Treasurer, City of Naperville Andy Dogan, PHN Architect Luke Fischer, NPL Teen Advisory Group (TAG) Kati Hupp, NPL TAG Brielle Keane, NPL TAG Karen Fu, NPL TAG Evangeline Reid, NPL TAG Alex Levin, NPL TAG Zachary Gold, NPL TAG

**3. CONSENT AGENDA** **09-6/17-11**

**A. APPROVAL OF MINUTES**

1. May 20, 2009 Regular Minutes

**B. APPROVAL OF EXPENDITURES**

1. May 19, 2009
2. May 29, 2009

Handwritten Checks	\$0.00
Accounts Payable	\$319,130.00
Payroll (5/22/09, 5/8/09)	\$795,184.88
Other Payables	\$779.88
Acct. & Data Processing Charges	\$3,062.34
Other	\$1,833.00
<b>TOTAL</b>	<b>\$1,119,990.10</b>

**C. FINANCIAL REPORTS**

1. Statement of Cash – April 2009 Period 13
2. Statement of Revenue and Expense – Unaudited Final April 2009
3. Statement of Cash – May 31, 2009
4. Statement of Revenue and Expense – May 2009

Motion by Kwok, seconded by Feldott, to approve the May Consent Agenda with amended Minutes editing New Business item 7B, to read 'Knobloch stated that since the Bylaws prohibit Trustees to serve more than two years *in the same office*, there will be a new slate of Officers in July 2009. **MOTION DECLARED CARRIED.**

**4. COMMUNICATIONS AND PUBLIC FORUM**

Knobloch introduced Karen DeAngelis, Director of Finance for the City of Naperville. DeAngelis shared a summary of her professional experience and stated that she was thrilled to serve as Treasurer for the Library Board. Dziedzic and the Board welcomed DeAngelis.

Knobloch presented the Student Board members with plaques of recognition for their valued service, and thanked them for their time and dedication.

**AGENDA ADJUSTED**

**7. NEW BUSINESS** **09-6/17-12**

**F. Recommendation to Award the Construction Contract for the 2009 NPL Renovation Project**

Knobloch introduced Andy Dogan of PHN, the Library's Architectural Design firm for the upcoming system-wide renovation project. Dogan gave an update on the project, noting that the team had reached the conclusion of the schematic design process. The Library received eleven prequalified bids and followed standard bidding procedures to reach the decision to recommend Construction Solutions of Illinois as the general contractor for the project.

Motion by Feldott, seconded by Davis, to award the construction contract to Construction Solutions of Illinois for a base bid of \$1,096,723, and to include all five of the Alternate Bid items, totaling \$130,000, for a grand total of \$1,226,723, to be funded by the Library's Capital Reserve. **MOTION DECLARED CARRIED.**

**AGENDA RESUMED**

**5. REPORTS 09-6/17-13**

**A. Annual Reports FY08-09**

Dziedzic presented the NPL Narrative and Statistical Annual Reports. The Board commended staff for the well-written, informative reports.

Motion by Davis, seconded by Spadoni, to approve the FY08-09 Annual Reports as presented. **MOTION DECLARED CARRIED.**

**B. Illinois Public Library Annual Report (IPLAR) FY08-09 09-6/17-14**

Dziedzic gave background on IPLAR, noting that this is an annual process, and that NPL is not eligible for the Per Capita Grant without the report. Dziedzic and Lebeau responded to questions from the Board.

Motion made by Kwok, seconded by Feldott, to approve the FY08-09 Illinois Public Library Annual Report as presented, with a minor correction. **MOTION DECLARED CARRIED.**

**C. Monthly Statistical Report**

The Board received the Monthly Statistical Report.

**D. TAG (Teen Advisory Group) Report**

Dziedzic introduced Ravi Shenoy, Nichols Teen/Adult Services Librarian. Shenoy reported on the progress and future goals of the Teen Advisory Group (TAG). Members of TAG in attendance introduced themselves and shared highlights of their experience as part of the Advisory Group. The Board thanked the group and congratulated them on their success.

**6. OLD BUSINESS**

**A. Strategic Plan Update**

No updates to the Strategic Plan were presented.

**7. NEW BUSINESS**

**A. Budget Resolutions FY09-10 09-6/17-15**

**1. Operating Budget – Resolution No. 09-01**

Motion made by Feldott, seconded by Kwok, to approve the FY09-10 Operating Budget and Tax Levy Resolution as presented. **ROLL CALL VOTE: AYE: CHOKSHI, DAVIS, FELDOTT, KNOBLOCH, KWOK, SPADONI. ABSENT: FLICKINGER, JOHNSON, MAAS.**

**2. Capital Reserve – Resolution NO. 09-02**

Motion made by Feldott, seconded by Davis, to approve the Capital Reserve Resolution as presented. **ROLL CALL VOTE: AYE: CHOKSHI, DAVIS, FELDOTT, KNOBLOCH, KWOK, SPADONI. ABSENT: FLICKINGER, JOHNSON, MAAS.**

**B. Review of Policy 340 – Hours of Library Operation 09-6/17-16**

Dziedzic stated that there are no substantive changes to the Policy at this time.

Motion by Davis, seconded by Feldott, to approve Policy 340 – Hours of Library Operation as presented. **MOTION DECLARED CARRIED.**

**C. Report of Board Nominating Committee and Election**

**09-6/17-17**

The Slate of Officers was presented by Knobloch as follows:

Lee Spadoni, Secretary  
Jeff Davis, Vice President  
Sun Kwok, President

Motion by Feldott, seconded by Chokshi, to approve the Slate of Officers as presented. **MOTION DECLARED CARRIED.**

**D. Recommendation for Parking Lot Repairs**

**09-6/17-18**

Dziedzic gave background on the recommendation for parking lot repairs, which had been on hold in lieu of plans for a parking deck at Nichols. Jon Render reported on the bid process and answered questions from the Board.

Motion by Kwok, seconded by Feldott, to award the asphalt contract to American Asphalt for the #3 alternate proposal to grind and resurface the entire lot at Nichols, including striping and storm sewer repairs; to crack-fill, seal coat and stripe the Naper Blvd. lot; and to repair, crack fill, seal coat and stripe the 95<sup>th</sup> St. lot for a total of \$119,009 to be funded from the Capital Reserve. **MOTION DECLARED CARRIED.**

**E. DuPage Library System Non-Resident Library Card Participation**

**09-6/17-19**

Dziedzic stated that DLS Non-Resident Participation is reviewed on an annual basis.

Motion made by Davis, seconded by Spadoni, to approve the DuPage Library System Non-Resident Card Participation for July 1, 2009 through June 30, 2010. **MOTION DECLARED CARRIED.**

**CLOSED SESSION**

**09-6/17-20**

Motion by Kwok, seconded by Davis 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) of the Illinois Open Meetings Act. **ROLL CALL VOTE: AYE: CHOKSHI, DAVIS, FELDOTT, KNOBLOCH, KWOK, SPADONI ABSENT: FLICKINGER, JOHNSON, MAAS.**

The open session closed at 8:05 p.m.

**8. RETURN TO OPEN SESSION**

**09-6/17-21**

The meeting returned to open session at 9:05 p.m. Knobloch advised that the Board discussed the performance review of the Executive Director in closed session.

The Board approved an increase of 3.25% to the salary of the Executive Director, effective May 1, 2009.

Motion by Spadoni, seconded by Davis to return to open session. **ROLL CALL VOTE: AYE: CHOKSHI, DAVIS, FELDOTT, KNOBLOCH, KWOK. ABSENT: FLICKINGER, JOHNSON, MAAS.**

**9. FUTURE AGENDAS**

**09-6/17-22**

No changes were made to the Annualized Schedule.

**10. ADJOURNMENT**

**09-6/17-23**

Motion by Kwok, seconded by Feldott, to adjourn the meeting at 9:08 p.m. **MOTION**  
**DECLARED CARRIED.**

Respectfully submitted,

Barbara Prescott  
Administrative Assistant