

LISLE LIBRARY DISTRICT  
BOARD MEETING  
January 12, 2011

The January Board Meeting was called to order at 7:32 p.m. at the Lisle Library District, 777 Front Street, Lisle, Illinois.

**I. Roll call**

Present:

Richard Flint - President  
Jay French – Vice President  
Thomas Hough – Treasurer  
John Huff – Secretary  
Mary Ellen Durbin – Trustee  
Teri Hock – Trustee  
Colleen Sehy – Trustee  
Kathy Seelig – Acting Director  
Eileen Soliday– Recording Secretary

Absent:

Bill Strecker – Director

Also Present:

Lindsey Dorfman – Director of Youth Services

**II. Opportunity for Visitors to Speak**

None

**III. Consent Agenda**

- A. Approve Minutes of December 8, 2010 Board Meeting
- B. Approve Minutes of December 8, 2010 Executive Session
- C. Acknowledge Treasurer's Report, 12/31/10, Investment Activity Report, 12/31/10, Current Assets Report, 12/31/10, Revenue Report, 12/31/10, and Expense Report, 12/31/10
- D. Authorize Payment of Bills, 01/12/11

**MOTION:** T. Hough moved to approve the Consent Agenda. J. Huff seconded. Roll Call vote – All Aye

#### **IV. Director's Report**

- A. T. Hough and R. Flint reviewed the December bills in January. T. Hough and J. French will review the January bills in February.
- B. The deadline for filing objections has passed. The ballot is set for the April election.
- C. Any Trustees still interested in attending the ILA Trustee Workshop on Saturday, February 26 , 2011, should contact K. Seelig.
- D. Two changes to the Open Meetings Act took effect January 1, 2011. First, minutes need to be approved within 30 days of the meeting and they must be made available for the public within 10 days after approval. Second, all public bodies must have a written policy for "public comments" which we do not have. Therefore the Personnel/Policy Committee needs to meet and create such a policy.
- E. An insurance check in the amount of \$3014.00 has been received for repairs to the damaged wooden railing in the east parking lot. For another \$1681.00 MC Construction will remove the railing, haul it away and fill in the post holes. K. Seelig informed the Board that she planned to have that maintenance done.
- F. J. Filluing, architect, has given the library a proposal for drawings and estimates on a canopy and lighting for the east entrance.
- G. The insulation project went smoothly on January 10<sup>th</sup>. There was some discussion about insulating more areas around the library. It was decided that waiting to see if the insulation works at the east end before insulating any other areas would be best.

#### **V. Assistant Director's Report**

- A. K. Seelig stated she was able to update all public computers while the library was closed on January 10<sup>th</sup>.

#### **VI. Communications**

- A. K. Seelig stated she heard from J. McLennan who asked whether the Board needed any further information on his Board development proposal.

## VII. Committee Reports

Finance – There was no Finance Committee meeting.

Personnel Policy – The Personnel/Policy Committee will meet on February 2, 2011.

Physical Plant – K. Seelig will sign and accept J. Filluing's proposal to design plans for a canopy, lighting at the entrance and possible sidewalk repairs. The Physical Plant Committee will meet on March 2, 2011 to discuss these design plans with J. Filluing.

## VIII. Unfinished Business

### A. Proposed revision to policy 325 and 715

**MOTION:** C. Sehy moved to approve changes to policy 715: Authorization for Library Director to sign checks. J. French seconded. Roll Call Vote – All Aye

There was some discussion about policy 325: Schedule of Fines and Fees. Most of the neighboring libraries do not charge residents for DVD's. There would be a loss of revenue if we stopped charging, but residents would be happy with the change.

**MOTION:** C. Sehy moved to approve changes to policy 325: Schedule of Fines and Fees, eliminating the fee for feature films except for reciprocal borrowers. T. Hough seconded. Roll Call Vote – All Aye

### B. Strategic Plan

Trustees discussed the four levels of service suggested by J. McLennan of McLennan Partners and whether the Board is ready to take on this project at this time, with the Budget meetings and the Election coming up. R. Flint suggested the Board table the discussion till later in the meeting; the Board agreed.

### C. Approval of library cards for Regency Woods/Regency Oaks subdivisions

Attorney, B. Kay and K. Seelig received an email stating a consensus from Regency Woods/Regency Oaks residents to accept a library card for one year with no charge. The card would be effective from the date issued until February 29, 2012.

**MOTION:** M. Durbin moved to approve issuing library cards for the residents of Regency Woods/Regency Oaks subdivisions for no charge for the period of one year, ending February 29, 2012. J. Huff seconded.

R. Flint stated he was happy this annexation/deannexation project has finally concluded. He thanked everyone for their time involved. K. Seelig stated at least one resident from Regency Woods/Regency Oaks had already been in to get their library cards. M. Durbin stated she had talked with some residents who seem to be happy with the situation. J. French asked K. Seelig to check on the vacant land in the Regency Woods area to see if it is able to be annexed by the library.

## **IX. New Business**

### **A. Appoint Committee to prepare working budget**

R. Flint would like a Committee of the Whole for the upcoming budget meetings. There was some discussion about T. Hough and K. Seelig meeting in advance in preparation for the budget meetings.

B. C. Sehy stated that knowledge may be lost with the departure of T. Hough as Treasurer of the Board. K. Seelig assured her there have been many Treasurers over the years and they have all done things differently but it has always worked out. J. Huff mentioned that ILA might have a workshop for Treasurers to attend.

## **X. Executive Session**

**MOTION:** M. Durbin moved to go into Executive Session for 5ILCS 120/2(c)(1) The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee of the public body, or against legal counsel for the public body to determine its validity. J. Huff seconded. Roll Call Vote – All Aye

The Board went into Executive Session at 8:19 p.m.

The Board returned to Open Session at 8:56 p.m.

**MOTION:** M. Durbin moved to send the letter as modified by T. Hough to Bill Strecker. J. Huff seconded. Roll Call Vote – All Aye

The Board returned to discussion on the Strategic Plan agenda item. It was discussed that B. Strecker had seemed to feel that the Board should go ahead with the preliminaries to determine what it wanted out of a Strategic Plan and that the McLennan proposal for Board development had some good steps to accomplish that. It was decided to proceed with the Acting Director and current Board members involved in the process. The Board also discussed inviting the only other person who has filed for a board vacancy with the assumption that she would be elected to fill that post in the April Consolidated Election.

**MOTION:** T. Hough moved to accept the McLennan proposal for the first two “project investments” in the proposal up to the amount of \$3000. M. Durbin seconded. Roll Call Vote – All Aye

R. Flint selected a Task Force to work with Mr. McLennan consisting of himself, J. French, C. Sehy, and K. Seelig. K. Seelig was directed to contact Mr. McLennan and ask him to provide possible date and times for the “learning session” as well as any other time commitments needed.

## **XI. Adjourn**

**MOTION:** M. Durbin moved to adjourn the meeting. T. Hock seconded. Voice Vote – All Aye

Meeting adjourned at 9:23 p.m.

Recorded by

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Eileen Soliday  
Recording Secretary

Approved by the Board of Trustees on the 9<sup>th</sup> day of February, 2011  
Approved by

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J. Huff  
Secretary