

LISLE LIBRARY DISTRICT
BOARD MEETING
August 11, 2010

The August Board Meeting was called to order at 7:30 p.m. at the Lisle Library District, 777 Front Street, Lisle, Illinois.

I. Roll call

Present:

Richard Flint - President
John Huff – Secretary
Mary Ellen Durbin – Trustee
Teri Hock – Trustee
Colleen Sehy - Trustee
Bill Strecker – Director
Kathy Seelig – Assistant Director
Eileen Soliday– Recording Secretary

Absent:

Jay French – Vice President
Thomas Hough – Treasurer

Also Present:

Ann Lin – Director of Circulation Services
Terese Krafcheck – Vice President, MB Financial Bank

II. Consent Agenda

- A. Approve Minutes of July 14, 2010 Board Meeting
- B. Approve Minutes of August 5, 2010 Personnel/Policy Meeting
- C. Acknowledge Treasurer's Report, 07/31/10, Investment Activity Report, 07/31/10, Current Assets Report, 07/31/10, Revenue Report, 07/31/10, and Expense Report, 07/31/10
- D. Authorize Payment of Bills, 08/11/10

C. Sehy noted a small discrepancy between a check and its invoice. She asked that the item be brought to the attention of the Financial Manager to rectify the error.

MOTION: M. Durbin moved to approve the Consent Agenda. J. Huff seconded. Roll Call vote – All Aye

III. Opportunity for Visitors to Speak

T. Krafcheck of MB Bank discussed the financial consequences to the library's portfolio because of the Library's current guidelines on investing. MB Bank does not foresee the economy changing much any time soon and pointed out that some interest is better than no interest. Therefore she advised that the library change their guidelines and begin investing again, on a ladder system, where investments come due at various times and are constantly being reinvested. There was some discussion by Board members about the state of the economy and whether to go to the ladder system. Several members of the Board wanted more time to think about the recommendations and have the treasurer review them before any changes were made.

MOTION: M. Durbin moved to table the issue till the September Board Meeting. C. Sehy seconded. Roll Call Vote – 4 Ayes, 1 Nay

IV. Director's Report

- A. R. Flint, C. Sehy and T. Hock reviewed the July bills in August. T. Hough and J. Huff will review the August Bills in September.
- B. B. Strecker talked about a new Strategic plan for the library and provided handouts of how it was done in the past and information on several outside facilitators.
- C. The south parking lot project will be an extra \$1,500 to \$1,600 more than anticipated because the lot is slightly deeper than specified in the request for bid. Also, the Village of Lisle inspector is requiring more dirt along the sidewalk.
- D. Staff member, Patti Ruocco, won a contest to submit questions to be included in the upcoming book, *The Sookie Stackhouse Companion* by Charlaine Harris. P. Ruocco's question will be included and she will receive a free copy of the book.

V. Assistant Director's Report

- A. K. Seelig stated there was a problem with our old Barracuda Spam filter and it had to be replaced. The new filter is working well.
- B. The BYKI language program is now available with a link on the library homepage. NoveList Select is available in the Library catalog as is

ChiliFresh, which is a reviewing option. All ChiliFresh reviews are monitored by library staff.

VI. Communications

There were no communications.

VII. Committee Reports

Finance – There was no Finance Committee meeting.

Personnel Policy – R. Flint stated the Personnel Policy Committee met on August 5, 2010 to discuss the Salary Scale.

Physical Plant – There was no Physical Plant meeting.

A. Lin, Director of Circulation Services, took a moment to discuss the Ready, Set, Go - Open House scheduled for Saturday, August 21, 2010 from 1:00-4:00 p.m. It has been advertised everywhere, including a special edition of the newsletter. There will be food, games and prizes. The event is meant to kick-off the new school year and celebrate Library Card Sign-up Month. We now have forty-three "I Love My Library Card" business partners who are offering discounts to customers who show their library card throughout the month of September, 2010. This event is meant to promote local businesses while promoting the library; a way to keep close ties with the community. Trustees gave their overall support to this event.

VIII. Unfinished Business

A. Prior Annexations

B. Strecker recommended repealing the Annexation Ordinances for Regency Woods, Bella Court, Sakeena Estates, Thorne Hill, Pine Meadows, Tangley Oaks, and Radcliff Ridge Subdivisions as they submitted petitions to disconnect with the required signatures. There was some discussion as to why homeowners would want to disconnect from the Library and lose all the benefits a Library brings but most Trustees felt they should allow the disconnect as that is what the homeowners seem to want.

MOTION: M. Durbin moved to approve Ordinance 11-03: an Ordinance repealing Ordinances 09-07 and 09-10 and disconnecting territory commonly known as Regency Woods Subdivision from the Lisle Library District. J. Huff seconded. Roll Call Vote – All Aye

MOTION: J. Huff moved to approve Ordinance 11-04: an Ordinance repealing Ordinances 09-08 and 09-09 and disconnecting territory commonly known as The Bella

Court, Sakeena Estates, Thorne Hill, Pine Meadows, Tangley Oaks, and Radcliff Ridge Subdivisions from the Lisle Library District. T. Hock seconded. Roll Call Vote – All Aye

- B. Approve the Secretary's minutes for FY2009-10 and approve the destruction of selected Executive session tapes

T. Hock stated she and C. Sehy reviewed the Secretary's minutes but since they are both new Trustees, she would prefer to have R. Flint sign the official approval form for the Secretary's minutes. R. Flint said he will be reviewing the records in the next few days and will sign the form along with T. Hock and C. Sehy. He also stated he found five tapes from past Executive Sessions which could possibly be destroyed. He asked for the written records for these tapes so that Trustees could make a decision.

MOTION: M. Durbin moved to approve the Secretary's minutes for FY2009-10 pending review by the Board President; she also moved to table the approval of the destruction of selected Executive session tapes until further review. J. Huff seconded. Roll Call Vote – All Aye

IX. New Business

- A. Approval of IPLAR

MOTION: J. Huff moved to approve the 2009-2010 IPLAR. M. Durbin seconded. Voice Vote – All Aye

- B. Adopt Tentative B&A Ordinance

MOTION: J. Huff moved to adopt Ordinance 11-02 the tentative B&A Ordinance. T. Hock seconded. Roll Call Vote – All Aye

- C. Set date for Public Hearing to discuss the tentative B&A Ordinance, notice of which must be published 30 days prior to the Public Hearing

MOTION: T. Hock moved to set the date for the Public Hearing to discuss the tentative B&A Ordinance for Wednesday, September 15, 2010. J. Huff seconded. Voice Vote – All Aye

- D. Change September Board Meeting to coincide with the Public Hearing of the B&A Ordinance

MOTION: C. Sehy moved to change the September Board Meeting to September 15, 2010 to coincide with the public hearing of the B&A Ordinance. T. Hock seconded.
Voice Vote – All Aye

E. LLD Salary Scale

B. Strecker stated the recommendation from the Personnel/Policy committee was that the LLD salary scale should increase the gap between the bottom and the top of the scale to provide employees with the opportunities to increase their salaries as other libraries.

B. Strecker proposed moving the Financial Manager into the Department Head group (2).

MOTION: T. Hock moved to approve the LLD Salary Schedule dated September 1, 2010. M. Durbin seconded. Roll Call Vote – All Aye

MOTION: M. Durbin moved to move the Financial Manager into the Department Head group (2). J. Huff seconded. Roll Call Vote – All Aye

F. Books at Train Station

B. Strecker stated there was patron interest in a paperback book exchange at the Lisle train station. This would be administered by the Friends. If the Board likes the idea, B. Strecker will discuss the possibility with the Friends. T. Hock stated she liked the idea of a paperback book exchange. J. Huff asked if the train station would be willing to cooperate. B. Strecker stated they would be consulted first. A. Lin stated she thinks it would be a great idea; it's a good way to utilize the many donated books the Library receives and it promotes reading at the same time.

The consensus of the Board was that B. Strecker should pursue talks with the Lisle train station and the Friends about setting up a paperback book exchange at the train station.

G. Strategic Plan

B. Strecker provided information on outside facilitators for a strategic plan for the Library. He suggested the Board set a timeline and set up a committee. The project could take six months to complete. The cost of the project will run from \$25,000 - \$30,000. There was some discussion from the Board on what kind of information would come from the survey. M. Durbin stated she was looking for vision going out ten years and an assessment of the library's strengths and weaknesses. Other Board members agreed that a Strategic Plan would be a good idea. R. Flint suggested the Strategic Plan

be set as an agenda item for the September 15th Board meeting and at that time deadlines should be set to finish the job.

X. Executive Session

Executive Session was not needed.

XI. Adjourn

MOTION: J. Huff moved to adjourn the meeting. M. Durbin seconded. Voice Vote – All Aye

Meeting adjourned at 9:00 p.m.

Recorded by

Eileen Soliday
Recording Secretary

Approved by the Board of Trustees on the 15th day of September, 2010

Approved by

J. Huff
Secretary