

**Board of Trustees Meeting
November 14, 2006
7:00 P.M.**

1. Call to order—The meeting was called to order by President David Clark at 7:35 P.M.
2. Roll call—The following trustees were present: David Clark, Stephanie Daujatas, Kari Fickes, Susan LeBeau, Phillip Lukacek, and Colleen McElroy. Karen Miller was absent with prior notification.

Also present: Administrative Librarian Carol Hall

3. Establish Consent Agenda—Motion to establish the Consent Agenda including items A, B, and C by Susan Le Beau, seconded by Kari Fickes.

Results of vote: Yes: Clark, Daujatas, Fickes, LeBeau, Lukacek, and McElroy.

No: None.

A. Approve minutes of October 10th Regular Board Meeting

B. Approve Treasurer's Report

i.	Balance, October 1, 2006	\$979,910.59
ii.	Receipts	35,336.18
iii.	Expenditures	58,253.61
iv.	Balance, October 31, 2006	\$956,993.16

C. Approve payment of monthly bills in the amount of \$26,401.38.

4. Motion to approve Consent Agenda by Kari Fickes and seconded by Colleen McElroy.

Results of vote: Yes: Clark, Daujatas, Fickes, LeBeau, Lukacek, and McElroy.

No: None

5. Public Comment: none present at this time.
6. Communications
 - Letter from library's attorney regarding payment of architect's fee.
 - Timeline of activities prepared for library's attorney, including minutes from September 30, 2005 meeting.
 - Letter from library's attorney regarding 2001 and 2002 tax rate objections
 - Information regarding election of IMRF Executive trustee
 - I/FAX Report from Illinois State Treasurer
 - Letter from Worth Township Youth Commission regarding Christmas Care Program
 - Flyers from *The Reporter* regarding opportunity to place holiday ads.
 - Information regarding Illinois State Library Electronic Resource Expo.

- Letters from patrons in appreciation of service given by Dan Braun, Wendy Rosas, and Aaron Lyskawa.
- Information regarding Channel 2 investigative report
- Letter from Metropolitan Library System regarding discontinuation of printed newsletter.

7. Librarian's Report

- Distributed sample pages from newly published *Library Technology Reports*: "Gaming & Libraries: Intersection of Services" Worth Public Library is one of the case studies featured; congratulations to Dan. The board agreed this was an honor.
Discussion regarding this program occurred. Sue questioned the Mario Cart competitions with concerns that it was available online. Carol, Stephanie and Colleen assured her that we were not online, and that Mr. Dan was diligent in maintaining a pleasant atmosphere while the students were competing .
- Packets of nomination papers are available.
- Distributed information regarding group purchase of Alternative Work Environments' Early Literacy Station; she suggested it might be an option to replace the existing children's computer.
- The library can produce business cards for trustees if we know what information (phone, fax, address, e-mail) the trustees wish to have on them.

A motion was made by Kari Fickes and seconded by Phillip Lukacek to move item 9A to this point in the agenda. The motion carried on a voice vote.

8. President's Report

- A. Dave discussed the library circulation statistics and the falling trends. He questioned Carol as to why this would be. Carol addressed the population and various reasons as to why this would be. She discussed the reminder cards that are sent out to patrons and how many cards are returned back to the library as addressee unknown.
- B. Dave discussed the projector situation with the Park District. This was addressed in the librarian's report.
- C. Sue questioned the weeding process. She discussed that several community members have approached her about our collection. Discussion followed.

9. Committee Reports

- A. Policy & Personnel
 - i. Kari discussed the need for a meeting to review the job descriptions
 - ii. It was determined to begin working on this by the first of the year

A motion was made to resume the Librarian's Report by Phil and seconded by Stephanie.

Discussion regarding the new AWE Early Literacy Station was discussed.

Colleen made a motion to purchase an Early Literacy Station not to exceed \$2,440.00 for one. Stephanie seconded this.

Yes: Colleen McElroy, Stephanie Daujatas, Dave Clark, Susan LeBeau, Phil Lukacek

No: None

Phil addressed the projector being lent to the Park District. It was determined that whoever is borrowing it should be familiar with the projector before it is lent out. It was determined that guidelines should be set before it is lent out.

B. Building & Grounds Committee

i. Building Improvements

1. Carol is meeting tomorrow with Ruth Faklis to receive input regarding options for improved layout of furnishings & shelving.

ii. Programmable thermostats—Motion to approve installation of programmable thermostats on both HVAC units.

A motion was made by Colleen and was seconded by Dave to approve the installation.

Yes: Colleen McElroy, Dave Clark, Stephanie Daujatas, Phil, Lukacek, Susan LeBeau

No: None

iii. Additional Building & Grounds Issues—None at this time.

C. Finance Committee

i. Set date to approve levy ordinance --The board chose to meet on Tuesday, November 28th at 7 P.M.

D. Technology Committee: It was determined to wait for the beta test of downloadable videos to end before we accept this.

10. Unfinished Business

11. New business

A. Staff Christmas gifts--A motion was made by Dave Clark, and seconded by Colleen to accept the gift cards as presented.

Yes: All: No: None

12. Set dates for committee meetings—None set at this time.

13. Public comment—None present

13. Adjournment—Motion to adjourn by Dave Clark and seconded by Phil Lukacek at 8:58 P.M.. The motion carried on a voice vote.

Colleen McElroy, Secretary

David Clark, President

