

**Board of Trustees Meeting
October 9, 2007
7:00 P.M.**

1. Call to order—The meeting was called to order by President Kari Fickes at 7:25 P.M.
2. Pledge of allegiance
3. Roll call—The following were present: David Clark, Stephanie Daujatas, Kari Fickes, Peggy Gardner, Phillip Lukacek, and Colleen McElroy

Ann Glynn was absent with prior notification.

Also present: Administrative Librarian Carol Hall and Michael Bodrazic

4. Oath of office for new trustee—The Secretary administered the Oath of Office to Peggy Gardner.
5. Motion to establish Consent Agenda—Motion to establish the Consent Agenda including items A, B, C, D, E, F, and G was made by Dave Clark, seconded by Stephanie Daujatas. Item B with the correction that Colleen McElroy was absent.

Yes: David Clark, Stephanie Daujatas, Kari Fickes, Peggy Gardner, Phillip Lukacek, and Colleen McElroy.

No: None.

- A. Approve minutes of September 11th Budget & Appropriation Hearing
- B. Approve minutes of September 11th Committee of the Whole Meeting
- C. Approve minutes of September 11th Executive Session
- D. Approve minutes of September 11th Regular Board Meeting
- E. Approve minutes of October 2nd Building & Grounds Committee Meeting
- F. Approve Treasurer's Report
 - i. Balance September 1, 2007 \$900,876.51
 - ii. Revenues 5,580.31
 - iii. Expenditures 42,137.74
 - iv. Balance September 30, 2007 \$864,319.08
- G. Approve payment of monthly bills in the amount of \$27,957.56.

6. Motion to approve Consent Agenda—Motion to approve the Consent Agenda with the changes made to the September 11th Committee of the Whole Meeting was made by Dave Clark, seconded by Stephanie Daujatas.

Yes: David Clark, Stephanie Daujatas, Kari Fickes, Peggy Gardner, Phillip Lukacek, and Colleen McElroy.

No: None

7. Public Comment

Mike Bodrazic commented on the inability of pulling up e-mail or pulling up e-commerce websites. It was explained that we have decided to use filters in the library to protect our patrons. It was also explained that some of these blocks were not something that was done by the library, but an issue with our filtering software. Phil has looked into this problem and was not able to find a solution with the software company. It is probable that when changing our filtering solution, these issues will be fixed.

8. Communications

- Sept. 28 Librarian's updates to Board members
- Suggested insert for Christmas cards
- Letter from Public Works Dept. regarding waiver of fence ownership
- Letter from library's attorney regarding parking lot contract
- Invitation to attend MLS annual meeting
- Brochure regarding Carrier Backup Generator Model
- I/FAX report from Illinois State Treasurer
- Thank you card from Jim Weibel
- Invitation to attend unveiling of The Portrait of a Soldier Memorial at Prairie Trails Public Library
- Information regarding Cook County discount prescription card program
- Flyers regarding workshops at MLS.

9. Librarian's Report

- The bicycle rack will be shipped at the end of the week.
- The LSTA grant proposal will not be funded.
- American Asphalt will sign the parking lot contract; the pre-construction meeting with American Asphalt, the Village Engineer, Dave Clark, and Carol will be at 1 P.M. on Thursday if you wish to attend. If you have questions/concerns but cannot attend, please share them with Dave or Carol.
- Dan's big gaming tournament organized in conjunction with Game Crazy will be Friday, October 19th, after the library is closed. Additional staff members will be on hand to supervise; Dan wasn't sure whether additional security would be advisable.
- Carol would like to attend the Public Library Association Conference in Minneapolis, Minnesota, at the end of March.

10. President's Report - The President requested that the front sign be used to guide patrons to parking and to let them know of the late fee relief. It was also requested that Dave ask the company if they will have additional signs.

11. Committee Reports

A. Policy & Personnel Committee

- i. Processing fee—Motion to change the automatic processing fee of \$3 per item to \$5 per item was made by Stephanie Daujatas, seconded by Dave Clark.
Yes: David Clark, Stephanie Daujatas, Kari Fickes, Peggy Gardner, Phillip Lukacek, and Colleen McElroy
No: None
- ii. Threshold for patron block fee—Motion to change the threshold for blocking a patron’s card from \$1 to \$5 by Colleen McElroy, seconded by Kari Fickes.
Yes: David Clark, Stephanie Daujatas, Kari Fickes, Peggy Gardner, Phillip Lukacek, and Colleen McElroy
No: None
- iii. Bulletin Board and “Free” materials Policy—Motion to change the bulletin board policy to “materials submitted will be posted as space allows” made by Colleen McElroy, seconded by Kari Fickes.
Yes: David Clark, Stephanie Daujatas, Kari Fickes, Peggy Gardner, Phillip Lukacek, and Colleen McElroy
No: None
- iv. Library card policy—Motion to change the library card policy so that churches can check out items made by Dave Clark, seconded by Kari Fickes.
Yes: David Clark, Stephanie Daujatas, Kari Fickes, Peggy Gardner, Phillip Lukacek, and Colleen McElroy
No: None
- v. Disaster Plan—Motion to approve the revised Disaster Plan by Colleen McElroy, seconded by Peggy Gardner.
Yes: David Clark, Stephanie Daujatas, Kari Fickes, Peggy Gardner, Phillip Lukacek, and Colleen McElroy
No: None

B. Building & Grounds Committee

- i. Parking lot improvements—Pre-construction meeting on Thursday at 1 P.M.
- ii. Fence proposals—Revised proposal received from Metro Fence. We still want to get more information from the two companies.

- iii. Building improvements—Committee suggested that trustees meet as a Committee of the Whole to discuss how to proceed with building improvements. It was instead decided that the staff be asked to write down and submit ideas to Carol by the December meeting.
 - iv. Additional building & grounds issues—None at this time.
- C. Finance Committee—No report.
- D. Technology Committee
- i. Library firewall—The committee recommends looking further into the pricing and features of the firewall.
 - ii. Wireless network—The committee recommends waiting until we have installed the firewall before installing the Wireless. GAC should be able to install the wireless access points at any time.
 - iii. Network filtering—The committee recommends tabling the filtering issue until we get definite quotes in anticipation for the wireless networking.
 - iv. Additional technology issues—None at this time.
- E. Marketing/Publicity Committee—No report.

12. Unfinished Business - None

13. New business - None

14. Set dates for committee meetings

Technology will meet at 6:45 P.M. before the November 13th meeting.
No other committees are scheduled now.

15. Public comment

16. Adjournment motion made by Kari Fickes, seconded by Dave Clark at 9:04 P.M.
The motion carried.

Secretary

President