

Board of Trustees
December 13, 2011
7:00 P.M.

1. Call to order—The meeting was called to order by President Karen Miller at 7:06 P.M.
2. Pledge of Allegiance
3. Roll call—The following trustees were present: Ann Glynn, Kathryn Koloze, Phillip Lukacek, and Karen Miller. Stephanie Daujatas, Tom Miller, and Kevin Ryan were absent with prior notification.
Also present: Administrative Librarian Carol Hall
4. Motion to establish Consent Agenda including items a, b, c, d, and e by Karen Miller, seconded by Ann Glynn.
Yes: Ann Glynn, Kathryn Koloze, Phillip Lukacek, and Karen Miller
No: None
 - a. Approve minutes of November 11 Policy & Personnel Committee Meeting
 - b. Approve minutes of November 11 Regular Board Meeting
 - c. Approve minutes of November 29 Special Meeting
 - d. Approve Treasurer’s Report

Balance, November 1	\$708,844.74
Revenues	198,938.16
Expenses	54,167.49
Balance, November 30	\$853,615.41
 - e. Approve payment of monthly bills in the amount of \$39,205.56
5. Motion to approve Consent Agenda—Motion to approve the Consent Agenda by Kathryn Koloze, seconded by Ann Glynn.
Yes: Ann Glynn, Kathryn Koloze, Phillip Lukacek, and Karen Miller
No: None
6. Public comment - None
7. Communications
 - Announcement from Klein, Thorpe, & Jenkins of new associate.
 - Letter from Klein, Thorpe, & Jenkins, re: Illinois Attorney General’s binding opinion regarding electronic communications of members of a public body.
 - Newspaper article regarding Glen Ellyn Public Library’s naming rights fundraising program.

- Flyer re: ILA Trustee workshop

8. Librarian's Report

- The staff in-service day will include a presentation on safety and security given by RETA Security Inc. The speaker conducted a similar presentation for Orland Park Library's in-service and is scheduled for Chicago Ridge Library in January. Carol thought we might extend an invitation for the Park District, School District and Village to send a representative to attend the presentation.
- Governor Quinn appointed ILA member Rick McCarthy to the task force studying the possibility of reducing the number of governmental entities in Illinois.
- Dan held a game night for teens at Worth Restaurant on Friday night; about 50 teens attended. The restaurant offered fries and beverages at a reduced price.
- 65 children plus their parents attended our "Sit with Santa" on December 10th. Parents were invited to take their own pictures, and Dan can e-mail the digital pictures he took as well.
- We have a total of 44 logged geocache visits, 1018 views of the library's video, and 339 people like us on Facebook.
- The laptops were borrowed 8 times November 14-30; they were borrowed 13 times since December 1st.

9. President's Report –

Motion to enter executive session in accordance with ILCS 5 120/2(c 1) "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for 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." was made by Karen Miller at 7:22 P.M., seconded by Kathryn Koloze. Meeting resumed at 8:08 P.M. No action was taken.

10. Committee Reports

- a. Building & Grounds Committee—no report
- b. Technology Committee – It was recommended that the old color printer be offered to other village entities explaining that a part is defective but the B&W function still works. If no one wants it, Phil will take it with him when he brings work equipment to be recycled for needy schools use.
- c. Finance Committee—no report

- d. Marketing Committee—no report
- e. Policy & Personnel Committee
 - i. Trustee Resource File (discussion)—Kevin Ryan is still reviewing the contents.
 - ii. Personnel File (discussion)—Personnel Policy—Carol is working on formatting the document.
 - iii. Additional Policy & Personnel Issues—no report

11. Unfinished Business - None

12. New Business

- a. Approve 2012 Schedule of regular board meetings—Motion to approve the schedule of meetings as presented by Phillip Lukacek, seconded by Ann Glynn.
Yes: Ann Glynn, Kathryn Koloze, Phillip Lukacek, and Karen Miller
No: None
- b. Bi-annual review of closed sessions minutes (action item)—Motion to keep the closed session minutes closed was made by Karen Miller and seconded by Ann Glynn.
Yes: Ann Glynn, Kathryn Koloze, Phillip Lukacek, and Karen Miller
No: None
- c. Replacement of three staff computers (action item)—Motion to purchase three computers at a cost not to exceed \$4500 was made by Ann Glynn and seconded by Kathryn Koloze
Yes: Ann Glynn, Kathryn Koloze, Phillip Lukacek, and Karen Miller
No: None

13. Set Dates for Committee Meetings – None set

14. Public Comment – None

15. Adjournment—Motion to adjourn the meeting by Kathryn Koloze, seconded by Ann Glynn. The motion carried, and the meeting was adjourned at 8:18 P.M.

Phillip Lukacek, Secretary pro tem

Karen Miller, President