

**Dundee Township Public Library District**  
**Board of Trustees Meeting**  
Monday, December 14, 2009  
7:00 p.m.

Dundee Township Public Library Meeting Room  
555 Barrington Avenue  
East Dundee, IL 60118

President Lenore McDonald called the meeting to order at 7:01 p.m.

**ROLL CALL**

The following trustees were present: Sherry Dobson, Liz Gade, Lenore McDonald, Joe Molinaro, Marge Skold, Bill Stephens, and Mary White. Library Director Roxane Bennett also was present. Audience attendance included: Ginger Boskelly, Jeanne Etling, Paula Lauer, and Eleanor Mamayek.

**AUDIENCE PARTICIPATION**

Paula Lauer, 20 Wenzholz, E. Dundee, spoke of her life-long appreciation of the library and commended the recent re-design and renovations of the building. In her opinion, the new logo, specifically the font, “doesn’t do justice,” and questioned why there was no Board input. She noted several good graphics businesses in the community that could provide assistance.

**CONSENT AGENDA**

- A. Minutes of 9 November 2009 Tax Levy Hearing.
- B. Minutes of 9 November 2009 Board of Trustees Meeting.
- C. Financial Report & Payment of Bills, November 2009: total disbursements for the month were \$208,439.88.

**Motion:** Dobson moved to approve the consent agenda. Skold seconded the motion, and it carried by unanimous roll call vote.

In reply to a question from Dobson, Stephens stated that the 14 September 2009 Executive Session minutes would be on the next meeting agenda.

**PRESIDENT’S REPORT**

McDonald wished the Board and staff a safe, fun holiday season.

**TREASURER’S REPORT**

White noted that the Annual Treasurer’s Report for FY Ending 30 June 2009 will be forwarded to the County.

**DIRECTOR’S REPORT**

Bennett did not review her written report but planned to give an update about legal/personnel issues during Executive Session. In response to a question by Dobson about the replacement of the pay phone in the lobby by a regular phone, Bennett stated that the pay phone was too costly. A new board was needed at a cost of \$1,000 with the probability of only lasting six months. A new telephone line to the library was installed for the new lobby phone that cannot receive calls, has no ringer, and has a three-minute

limit for local calls only. It is provided primarily for young students calling home for a ride.

Bennett circulated information about:

- The NSLS Legislative Breakfast to be held 15 February 2010 at the Arboretum Club.
- The Freedom of Information Act which goes into effect 1 January. The Board will need to appoint a Freedom of Information officer. Bennett asked the Trustees to review the document and get familiar with the Act. The Board attorney will be providing further explanation.

Bennett noted that any legal name change of the library would need to be done at the end of the fiscal year which would be 30 June 2010. This will be discussed at the upcoming retreat.

**ACTION: APPROVE RESOLUTION 09-19 AUTHORIZING THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT WITH THE LIBRARY INSURANCE MANAGEMENT AND RISK CONTROL COMBINATION (LIMRiCC)**

The agreement, which authorizes membership in the LIMRiCC's unemployment compensation program, was approved under Ordinance 09-18; however, LIMRiCC requires a separate resolution authorizing the president and secretary to sign the Intergovernmental Agreement.

**Motion:** Skold moved to approve Ordinance 09-19. Gade seconded the motion, and it carried by unanimous roll call vote.

**ACTION: APPROVE AMENDMENT TO ORDINANCE 09-17 TO DETERMINE LIBRARY CLOSING DATES**

Independence Day and adjustment to Sunday closings were added.

**Motion:** Skold moved to approve the amendment to Ordinance 09-17. After a second by Dobson, the motion carried by unanimous roll call vote.

**ACTION: APPROVE ORDINANCE 09-20 TO SET 2010 BOARD MEETING DATES**

This action is required at the beginning of the calendar or fiscal year by the Illinois Library Laws and Rules (5 ILCS 120/2.03). Regularly scheduled Board meetings will occur the second Monday of each month.

**Motion:** Skold moved to approve Ordinance 09-20, deleting the paragraph regarding special meetings. Molinaro seconded the motion and it carried by unanimous roll call vote.

**ACTION: APPROVE PURCHASE OF REPLACEMENT STAFF SERVER**

The present server warranty expires in January. The server is the main computer to which the staff stations connect for all technological functions. It houses the anti-virus, anti-malware software as well as tape device which backs up the data from the patron and staff networks and the hard drive image server. The present staff server's hardware warranty will be renewed so that this equipment can replace the current image storage file server which needs to be phased out. The new server comes with more memory, a new operating system, and larger hard drives than the existing system. It also will have a tape

drive which will give a longer term solution for greater storage capacity. The quote was received from the usual provider, Sikich LLP, for \$8,195.00.

**Motion:** Molinaro moved to approve the purchase of the replacement staff server. Gade provided the second, and the motion carried by unanimous roll call vote.

### **COMMITTEE REPORTS**

There were no committee meetings; therefore, no reports.

### **BOARD DEVELOPMENT**

**Friends Meeting Overview:** Stephens attended the last meeting. The next book sale will be January 29 & 30. A new wish list is being developed.

**Board Retreat:** tentative dates of Saturdays, January 30 and March 6 were discussed. The Trustees were asked to complete the self-evaluation forms sent by Bennett who will be recommending a facilitator for the retreat.

**12-Month Board Agenda for 2010:** a draft copy was available.

### **QUESTIONS AND ANSWERS**

- Dobson inquired about doing a resident survey. Gade suggested this as an item for discussion at the retreat.
- Dobson pointed out a recent newspaper article about the Dundee Township Park District exploring Build America bonds for expansion of facilities to the west side of the river. Bennett plans to meet with Tom Mammoser soon.
- Bennett agreed to provide the Trustees a list of organizations to which they are members.
- Stephens asked for clarification of details to be included in the minutes. Several Trustees asked that a paragraph about the discussion be included to help in later years when the minutes are reviewed.

### **EXECUTIVE SESSION**

Gade made a motion to adjourn to Executive Session to discuss personnel and legal issues. Skold seconded the motion, and it carried by unanimous roll call vote. The meeting moved to Executive Session at 8:10 p.m.

McDonald called the meeting back to order at 8:28 p.m. with a roll call taken of 7 present, 0 absent.

### **ADJOURNMENT**

Gade moved and Dobson seconded to adjourn the meeting. Following a unanimous roll call vote, the meeting adjourned at 8:29 p.m.

William J. Stephens  
Board Secretary