

**MINUTES OF THE MEETING OF THE  
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES  
NOVEMBER 9, 2011**

**I. CALL TO ORDER**

The meeting was called to order by President Bonni Rothbaum at 7:30 p.m. Trustees present: Milton Clark, LeRoy Gaertner, Kelly Mallozzi, Jackie McGrath, Bonni Rothbaum, David Strutzel and Linda Szramiak. Absent: None. Also Present: Director Tim Jarzemsky and Village Trustee Jim King.

**II. APPROVAL OF MINUTES**

The minutes of the October Board Meeting were reviewed. Trustee Szramiak moved, and Trustee Gaertner seconded the **motion**, that the minutes of the October 12, 2011 Regular Library Board meeting be approved as presented. The motion carried by voice vote.

**III. TREASURER'S REPORT**

The Board reviewed the Treasurer's Report. Trustee Strutzel moved and Trustee Mallozzi seconded the **motion**, that the Board approves the payment of bills for the month of November 2011 in the amount of \$68,139.37 and the transfer of approximately \$211,200.00 for bills and salaries. The motion carried by roll call vote: AYES: Trustees Strutzel, Mallozzi, Szramiak, McGrath, Rothbaum, Gaertner, and Clark. NAYS: None. ABSENT: None.

**IV. REPORTS**

**LIBRARIAN**

Director Jarzemsky reported on the Halloween Party. The party was attended by over 1,000 patrons. He stated that the event started one hour earlier and remained open for 3 hours instead of 2 hours as in previous years. The event was coordinated with the Police and Fire Department's Open House. He reported that Gloria Walsh-Rock's last day was October 14<sup>th</sup> and everyone wished her well at her new position with the Elmhurst library. Lisa Palmer was hired as the Head of the Youth Services Department. She will be responsible for finding a replacement for Ms. Walsh-Rock. She plans to visit with the Board at the December meeting. Director Jarzemsky stated that circulation is up slightly. The Library received a \$1,000 grant from Archives.com. The grant money will be used to purchase a new digital recorder and archival quality CDs. The Youth Services Department also had received a \$2,000 grant from Target. He discussed the well-attended "On the Same Page: *The Great Gatsby*" programs. The libraries that participated in the program will meet to discuss the program successes and challenges. He thanked the community groups responsible for the quilts and artwork designed for the "On the Same Page" program. He mentioned that teen game nights are very well attended. The Volunteers were very active and donated fifty (50) hours of service to the Library by helping with the Halloween Party, various storytime crafts, and upcoming Christmas programs. The Library plans to make a marketing push on library mobile applications.

## **MONTHLY STATISTICS**

The Monthly Statistics were reviewed. Circulation is up slightly from last year. Director Jarzemsky reviewed the six-month comparison statistics chart. E-books are up considerably. He discussed the desire to increase the purchase of e-books and explained how these expanded purchases could be designated as owned by Bloomingdale Public Library. These e-books would be allowed to be checked out by Bloomingdale patrons only. This would be a part of next year's budget.

## **STANDING COMMITTEES**

**PERSONNEL** - No report.

**POLICY** – No report.

**FINANCE** – No report.

**BUILDING AND GROUNDS** – Director Jarzemsky stated that the floors in the public bathrooms are to be chemically cleaned. The replacement of the front exterior doors would be completed before or after the Open House. The building's brick will be tuck-pointed.

## **LIAISON REPORTS**

**LINC** – Trustee Szramiak reported that the LINC budget is to be on the agenda at their February meeting.

**VILLAGE** - Trustee King talked about the Village's e-newsletter. He reported on some of the items that the Board discussed at their last meeting, including possible electric aggregation and the plans for the office of the Village Clerk. He also discussed the tours planned with DuComm and the Addison Police Department and the possible consolidation of dispatch services. It was noted that Stratford Square Mall had been sold to Five Mile Capital. The Thornton gas station was being remodeled. The Village is investigating the use of garbage totes that would be available in different sizes.

**FRIENDS OF THE LIBRARY** – Director Jarzemsky thanked the Friends for their help with the Halloween Party. The Friends are selling Entertainment books again and will be offering them for sale at the Open House.

**BIG** - The October BIG meeting was hosted by Marquardt School District 15. Director Jarzemsky reported on the discussions at the meeting.

## UNFINISHED BUSINESS:

### CIRCULATING GAME PROPOSALS

Director Jarzemsky stated that there are two components to consider on the circulating game proposal. The first involves revisions to the current circulation policies for video games. These revisions are: 1) allow patrons to check out three (3) games per card; 2) allow Bloomingdale residents only to place holds; 3) allow renewals for all patrons (including non-residents); and 4) allow non-residents to check out games (non-residents would not be allowed to place holds but could renew if there are no holds). The second consideration would be to add mature-rated (M-rated) video games. A staff member would be in charge of ordering the M-rated games. Director Jarzemsky stated that there has been high interest in these games and he approves of these recommendations.

Discussion took place concerning the responsibility of the parent/guardian in allowing their child to have access to games. The average player's age is 37, according to the gaming industry. The Board questioned which Libraries within LINC offer these types of games. Director Jarzemsky listed the libraries and described what they offer.

Removal from the Roll: Trustee McGrath leaves the meeting at 8:12 p.m.

A lengthy discussion took place concerning the addition and circulation of M-rated video games. Director Jarzemsky stated that a report with a review of the program could be given to the Board. The games would not be available immediately and information on the response to the games could be provided at the February Board meeting.

Trustee Szramiak moved and Trustee Gaertner seconded the **motion**, that the Board approves the revisions to the current circulating game policy as presented. The motion carried by roll call vote: AYES: Trustees Szramiak, Gaertner, Strutzel, Mallozzi, Rothbaum, and Clark. NAYS: None. ABSENT: Trustee McGrath.

Trustee Mallozzi moved and Trustee Strutzel seconded the **motion**, that the Board approves the modification to the circulating game policy to include the addition of mature games to the collection. The motion carried by roll call vote: AYES: Trustees Mallozzi, Strutzel, Gaertner, Rothbaum, and Clark. NAYS: Trustee Szramiak. ABSENT: Trustee McGrath.

It was requested that Director Jarzemsky provide the Board with a report on the review of the changes approximately three (3) months after the mature game material is made available to patrons.

## V. NEW BUSINESS:

### ILA ANNUAL CONFERENCE STAFF NOTES

Director Jarzemsky reported on the ILA Annual Conference held at Rosemont, IL from October 18 - 20<sup>th</sup>. He reported that staff gleaned considerable information. Department Heads were able to discuss their experiences from the Conference with each other and other staff members who attended. A report on the staff observations from the Conference was included in the Library Board packet. Director Jarzemsky stated that he was interested in looking into the purchase of a scanning station for patrons. President Rothbaum stated that the conference was a great tool for learning and the gathering of new ideas by staff. Director Jarzemsky explained that library policy does not allow for out of state travel. Before a member of the staff could attend a conference, staffing requirements had to be met first. Trustee Szramiak discussed her observation from her attendance on the Conference's Trustee Day.

### HOLIDAY CLOSINGS 2012

Director Jarzemsky stated the Board's packet included a calendar of Library closing dates for 2012. He reviewed the calendar with the Board. Trustee Szramiak moved, and Trustee Clark seconded the **motion**, that the Board approves the 2012 Library Closings dates as presented. The motion carried by voice vote.

### LINC BUDGET 2012/13

Trustee Szramiak reviewed the proposed LINC budget for 2012/2013. She stated that LINC Director Dawe had provided notes concerning items of note contained within the budget. LINC has strived to keep costs down. In this effort, the lease was re-negotiated resulting in significant savings. The Board needs to vote on the approval of the budget, which will be brought back to LINC for approval at their February meeting. Based upon the discussion and review of the proposed LINC budget, Trustee Szramiak moved, and Trustee Rothbaum seconded the **motion**, to accept the proposed 2012/2013 LINC budget as presented. The motion carried by roll call vote. AYES: Trustees Szramiak, Rothbaum, Gaertner, Strutzel, Clark, and Mallozzi. NAYS: None. ABSENT: Trustee McGrath.

### IMRF UPDATE

Director Jarzemsky stated that the new Illinois Municipal Retirement Fund (IMRF) contribution rate for calendar year 2012 is 13.26%. He has been aware of the potential change to the rate. He stated that this rate is adjusted every year so as to ensure the fund remains fiscally sound. This is a 5% increase over last year. Director Jarzemsky has prepared the library's budget accordingly.

**VI. NEW BUSINESS: (Continued)**

**IMRF UPDATE**

Director Jarzemsky discussed a recent public act that makes several changes to the IMRF statute and amends the Open Meetings Act. This new law takes effect January 1, 2012. An Executive Summary prepared by IMRF was included in the Board packet and was reviewed by the Board. Director Jarzemsky stated that an item of note was the inclusion of the posting of information regarding member compensation. The Library is required within six (6) days of approving its budget to post the total compensation package for each employee receiving a total compensation package that exceeds \$75,000 a year. Director Jarzemsky stated that the library's attorney will be providing guidelines on this new law change. There are questions on the length of time this should be posted.

**INSURANCE COVERAGE**

Director Jarzemsky provided information on the Library's insurance coverage. He discussed the package provisions, type of coverage along with policy limits and annual costs. He explained how the insurance carrier was chosen. The Board reviewed the information presented.

**MUSEUM PASS PROGRAM**

The Macy's Museum Adventure Pass Program has been continued for another year. A list of fifteen (15) museums that have agreed to participate in the program was provided to the Board. Director Jarzemsky explained that some of the passes might change and some may not be free for the whole family. He explained that none of the money goes to the museum. The program is very popular with the patrons.

**SNOW AND ICE CONTROL PROCEDURES**

Director Jarzemsky stated that the Library is very grateful for the help the Village provides in snow removal. The snow and ice procedures are provided so that there is a clear communications structure. The Village will be providing salt buckets to be used at entrances if conditions warrant.

**VII. PUBLIC DISCUSSION:**

**VIII. ANNOUNCEMENTS:**

The Holiday Open House is to take place on Tuesday, November 29. Breakfast and Brunch with Santa will be held on Saturday, December 10.

**IX. ADJOURNMENT:**

Trustee Szramiak moved and Trustee Rothbaum seconded the motion to adjourn the November 9, 2011 Library Board meeting at 8:40 p.m. The motion carried by voice vote.

Respectfully submitted,

Minutes approved by:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

Date: \_\_\_\_\_

Minutes recorded by Irene M. Jones