

**MINUTES OF THE MEETING OF THE
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES
FEBRUARY 11, 2009**

I. CALL TO ORDER

The meeting was called to order by President Bonni Rothbaum at 7:31 p.m. Trustees present: Milton Clark, LeRoy Gaertner, Elaine Mitchell, Bonni Rothbaum, Sonia Singh, David Strutzel, and Linda Szramiak. Absent: None. Also Present: Director Tim Jarzemsky.

II. APPROVAL OF MINUTES

The minutes of the January Board Meeting were reviewed. Trustee Clark moved, and Trustee Gaertner seconded the **motion**, that the minutes of the January 14, 2009 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 Gaertner moved, and Trustee Szramiak seconded the **motion**, that the Board approve the payment of bills for the month of February 2009 in the amount of \$61,844.64 and the transfer of approximately \$196,045.00 for bills and salaries. The motion carried by roll call vote: AYES: Trustees Gaertner, Szramiak, Strutzel, Clark, Singh, Rothbaum, and Mitchell. NAYS: None. ABSENT: None.

IV. REPORTS

LIBRARIAN

Director Jarzemsky provided suggestions received from patrons to the Board. He reported on the plans for staff training prior to their attendance at the American Library Association Convention. The in-service committee has plans to offer a series of educational classes on library services to staff. Staff will bring forth different topics and everyone is asked to attend. For staff not able to attend at that time and date, the presentation will be available on video for viewing later. It is hoped that staff will get a better understanding on the different services offered within the library. The first class has taken place and was presented by Julie Keating who talked about the services that are available to patrons through the web site. It was noted that circulation continues to be up even though some programs had to be cancelled due to weather. The largest attendance for a program was the Chinese New Year Celebration with 80 patrons participating. Director Jarzemsky reported that the Library is featured in the January/February issue of the electronic newsletter "NextReads Notes" for their use of the "NextReads" online product that creates personalized email reading lists for patrons. The Board expressed their appreciation to staff for their foresight in using this product. Director Jarzemsky stated that figures on the newly established e-pay program should be available next month.

MONTHLY STATISTICS

The Board reviewed the statistics for the month of January. The circulation figures again show an overall increase. Playaways and eAudiobooks are very popular.

IV. REPORTS (Continued)

STANDING COMMITTEES

BUILDING AND GROUNDS – Director Jarzemsky stated that the lobby carpeting has been cleaned but parts are stained and worn. Those carpet tiles that are stained and worn will be replaced with new carpet tiles. Discussion took place on the number of tiles being replaced and the costs involved. Director Jarzemsky stated that the barricade that is currently in place in the parking lot is temporary. The Village Public Works personnel will place a temporary cold patch with asphalt when weather permits. A permanent fix will occur over the summer with the resurfacing of the lot. Discussion took place concerning the roof and the problems associated with melting snow and ice. There are no structural problems with the roof and it is examined every year. He is still working on the lighting.

PERSONNEL - Report on merit/raise meeting of January 31, 2009 - Director Jarzemsky distributed a packet of information on inflation rates and salary projections. He stated that the Board needs to decide on what the maximum raise that is to be given to Library personnel next fiscal year. He needs to plan for this adjustment in the budget. He discussed the inflation rate and the CPI. The Management Association of Illinois provided the library with a report showing the projected salary merit budget increases with a comparison of the maximum percentage raises per fiscal year from 2003/04 to 2008/09. The Personnel Sub-Committee of the Board met and discussed the salary increase proposals with Director Jarzemsky. He provided an estimated salary cost increase of a raise of 1%, 2% and 3% based on discussions at this meeting. Discussion took place concerning health benefits. Director Jarzemsky stated that no raise or a 1% raise would not be very much tolerated by staff. He wants to keep the salary program fair and consistent with previous practices. A lengthy discussion took place concerning the raise proposals. Trustee Gaertner expressed his opinions, based on the fact that revenues would not be a problem, that he does not have concerns about providing raises. The library remains busy. Trustee Clark stated that staff does a good job. The economic situation does play a part in the discussion. There were concerns expressed about public opinion due to the current economic conditions if raises are given to the Library staff. Director Jarzemsky stated that he is happy with the current merit system and explained how the system works. After this lengthy discussion, Trustee Gaertner moved and Trustee Mitchell seconded the **motion** to approve a maximum raise of 3% for fiscal year 2009/2010. The **motion failed** by roll call vote: AYES: Trustees Gaertner, Mitchell and Clark. NAYS: Trustees Szramiak, Strutzel, Singh and Rothbaum. ABSENT: None.

Upon further consideration, Trustee Strutzel moved and Trustee Rothbaum seconded the **motion** based on the discussion and to achieve a fair compromise, to approve a maximum raise of 2.75% for fiscal year 2009/2010. The **motion carried** by roll call vote. AYES: Trustees Strutzel, Rothbaum, Mitchell, Gaertner and Clark. NAYS: Trustees Singh and Szramiak. ABSENT: None.

POLICY – No report.

FINANCE – No report.

IV. REPORTS (Continued)

LIAISON REPORTS

LINC – Trustee Szramiak reported that the proposed LINC budget was approved. She reported on what other LINC libraries are doing.

VILLAGE - No report.

FRIENDS OF THE LIBRARY – The Friends meeting of January 21 was very well attended. The Friends discussed the Winter Used Book Sale. The sale will be taking place on Saturday, March 14, 2009. A number of sub-committees were formed and election of officers took place.

BIG - Director Jarzemsky attended the January 22, 2009 meeting sponsored by School District 15. Director Jarzemsky gave a report on what took place at the meeting.

V. UNFINISHED BUSINESS:

VI. NEW BUSINESS:

SET MAXIMUM RAISE FOR 2009/2010

This item was discussed under IV. Reports - Standing Committee Reports – Personnel.

LOGO DESIGN

Director Jarzemsky stated a meeting on potential designs will be occurring. A logo will be presented to the Board for their review.

LEAD IN LIBRARY BOOKS

Director Jarzemsky stated that a one-year stay has been granted to Libraries in order to further review the need for Consumer Product Safety Commission testing by libraries for lead in children's books. The Library does want to be safe. All toys are tested by the Library presently.

IMRF COSTS

Director Jarzemsky distributed an informational handout on the Illinois Municipal Retirement Fund (IMRF). The IMRF portfolio is highly diversified and well funded. It is a solid pension fund. While the fund did experience losses, it did better than others. He explained that the IMRF Board is looking at ways to help employers with a phased approach towards contributions. He should have more information for the next Board meeting.

VI. NEW BUSINESS: (Continued)

LOCAL CABLE TELEVISION CHANNEL AGREEMENT

Director Jarzemsky stated that the Library is working with the Village on acquiring local cable Access Channel Services. The Library will have professional local access presence on Comcast and AT&T cable through the use of the Village's Cable Access/PEG Channel and Services provided by TelVue WEBUS. Trustee Singh moved and Trustee Szramiak seconded the **motion** to approve the Memorandum of Understanding dated February 4, 2009 between the Village of Bloomingdale and the Bloomingdale Public Library for use of the Village's Cable Access/PEG Channel and Services and authorize the signing of said Memorandum. The **motion carried** by roll call vote. AYES: Trustees Singh, Szramiak, Strutzel, Rothbaum, Mitchell, Gaertner and Clark. NAYS: None. ABSENT: None.

COMMUNITY SURVEY

Director Jarzemsky stated that a community survey is being prepared and the survey will be presented to the Board. The survey should be able to be sent out to patrons by April.

BOARD/STAFF MEETING – MAY BOARD MEETING TIME CHANGE

Director Jarzemsky asked that the May Board meeting start at 6:00 p.m. instead of 7:30 p.m. so that the Board has an opportunity to meet with staff. Trustee Szramiak moved and Trustee Gaertner seconded the **motion** to approve the change to the May 13, 2009 Library Board meeting start time to 6:00 p.m. instead of 7:30 p.m. The motion carried by roll call vote. AYES: Trustees Szramiak, Gaertner, Strutzel, Rothbaum, Mitchell, Singh and Clark. NAYS: None. ABSENT: None.

VIII. PUBLIC DISCUSSION:

VIII. ANNOUNCEMENTS:

Next Board Meeting: Wednesday, March 11, 2009

Breakfast/Brunch with the Bunny Ticket Sales: March 14, 2009

Friends of the Library Winter Book Sale: March 14, 2009

IX. ADJOURNMENT:

Trustee Rothbaum moved and Trustee Szramiak seconded the motion to adjourn the February 11, 2009 Library Board meeting at 8:57 p.m. The motion carried by voice vote.

Respectfully submitted,

Minutes approved by:

Secretary

President

Date: _____

Minutes recorded by Irene M. Jones