

**MINUTES OF THE MEETING OF THE
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES
OCTOBER 14, 2009**

I. CALL TO ORDER

The regular Library Board meeting of October 14, 2009 was called to order by President Bonni Rothbaum at 7:30 p.m. Trustees present: Milton Clark, LeRoy Gaertner, Kelly Mallozzi, Bonni Rothbaum, Sonia Singh, David Strutzel and Linda Szramiak. Absent: None. Also Present: Director Tim Jarzemsky.

II. APPROVAL OF MINUTES

The minutes of the September Board Meeting were reviewed. A typographical error was found on Page 4 under Replacement of Computer in Training Lab; the third sentence should read "This item was **tabled** to the October meeting." Trustee Szramiak moved, and Trustee Mallozzi seconded the **motion**, that the minutes of the September 9, 2009 Regular Library Board meeting be approved as corrected. The motion carried by voice vote.

III. TREASURER'S REPORT

The Board reviewed the Treasurer's Report. Trustee Singh moved, and Trustee Szramiak seconded the **motion**, that the Board approve the payment of bills for the month of October, 2009 in the amount of \$87,733.86 and the transfer of approximately \$220,133.86 for bills and salaries. The motion carried by roll call vote: AYES: Trustees Singh, Szramiak, Clark, Strutzel, Rothbaum, Gaertner, and Mallozzi. NAYS: None. ABSENT: None.

IV. REPORTS

LIBRARIAN

Director Jarzemsky reported that the Friends of the Library's annual book sale was a great success. The Friends raised \$1,117.75. The sale was very well advertised through the efforts of volunteer Friends. Director Jarzemsky reported that Charise Erickson was hired as the Youth Services Assistant and Shauna Porteus was hired as the Business Office Department Head. He stated that Jennifer Slavick gave her notice and has taken a position with the Elk Grove Village library. Juriana Salinas, who worked part-time in the Business Office, will now be working full-time there. A part-time office assistant will be advertised. Director Jarzemsky provided the Board with some background information on Ms. Porteus. He reviewed his Librarian's Report with the Board.

MONTHLY STATISTICS

The Board reviewed the statistics for the month of September. Circulation continues to be up over last year with total circulation at 26,652 for the month. Cardholders are also up to 16,783. September was National Library Card Month and an effort was made by staff to increase the number of cardholders. The E-Pay service was discussed. The usage of the Library's databases was reviewed. A question was raised concerning the "Learn A Test" database.

IV. REPORTS (Continued)

STANDING COMMITTEES

PERSONNEL - No report.

POLICY – The change to the Freedom of Information Act (FOIA) policy will be on the agenda for the November meeting. There will be a need to appoint a Freedom of Information Officer by January, 2010. Training for the officer(s) will be offered by the State.

FINANCE – No report.

BUILDING AND GROUNDS – Landscaping – Director Jarzemsky stated that he has talked with the landscape contractor. The landscape contractor will be presenting proposals for colors and flowers while under the constraints of the budget. He has different options for summer flowers that he can present to the Building and Grounds Committee.

LIAISON REPORTS

LINC – No report.

VILLAGE - The Board asked that Director Jarzemsky discuss with the Mayor having a Village representative at the meetings.

FRIENDS OF THE LIBRARY – The Friends' next meeting is October 21 at 7:00 p.m. The wine tasting event for October 29th has already been sold out. Hilton Indian Lakes plans to provide food and wine for sixty people. There is a Local Friends Group Roundtable event scheduled for October 22 that Trustee Szramiak plans to attend.

BIG - The next meeting of the Bloomingdale Intergovernmental Group is scheduled for October 22, 2009 to be hosted by the Bloomingdale Chamber of Commerce. Trustees Gaertner and Strutzel plan to attend the Noon luncheon.

V. UNFINISHED BUSINESS:

2010 SPECIAL EVENTS CALENDAR

The Board discussed the special events scheduled for 2010. Director Jarzemsky reported that the dates have been checked for conflicts with the various public entities in the Village. Trustee Szramiak moved, and Trustee Gaertner seconded the **motion**, to approve the 2010 Special Events Calendar as presented. The motion carried by voice vote.

V. UNFINISHED BUSINESS: (Continued)
REPLACEMENT OF COMPUTERS IN TRAINING LAB

Director Jarzemsky stated that Sean Luster has been looking at computers to replace the current computers in the Computer Services Training lab. The lab computers are five-year-old Gateway computers. The commercial side of Gateway is no longer in business. The computers for the training lab need to be able to be put together quickly and warranty coverage is important. Mr. Luster presented the Board with quotes from Sony and Dell. The proposed new computers are planned to be kept for five years and Dell offers a five year warranty. There are plans to keep some Gateways as spares. Mr. Luster is recommending the purchase of Dell computers based upon the price, the system design, the warranty and the operating system. Thirteen computers are planned to be purchased at a cost of \$13,356.72. A quote was included in the packet. It was noted that the library has had experience working with Dell. Trustee Rothbaum moved, and Trustee Clark seconded the **motion**, that the Board approves the purchase of thirteen computers from Dell in the amount of \$13,356.72. The motion carried by roll call vote: AYES: Trustees Rothbaum, Clark, Singh, Szramiak, Strutzel, Gaertner, and Mallozzi. NAYS: None. ABSENT: None.

REMOVAL FROM THE ROLL: Trustee Singh leaves the meeting at 7:55 p.m.

VI. NEW BUSINESS:
CHARACTER COUNTS!

The Board proclaimed the Library's support of CHARACTER COUNTS! A proclamation in support of CHARACTER COUNTS! Week will be presented to the Bloomingdale Coalition at the Celebration Night, Tuesday, October 20, 2009. Trustee Szramiak moved, and Trustee Gaertner seconded the **motion**, that the Board approve the proclamation in support of CHARACTER COUNTS! as presented. The motion carried by voice vote.

DLS TRUSTEE'S ROUNDTABLE

Trustee Mallozzi attended the DLS Trustee's Roundtable program. She presented a detailed accounting of the meeting. A focus of the meeting was support for libraries in the campaign "Save Illinois Libraries." The Board was asked to write letters in support of their local libraries by October 23, 2009. A legislative breakfast is planned for October 26. Director Jarzemsky stated he has invited Representative Franco Coladiepietro to the event. Trustee Mallozzi further stated that discussion took place concerning on-going books sales and sales tax requirements. The new DLS Director was in attendance and discussed technology in the library. The meeting also included discussions on Trustee e-mail addresses, website information concerning Trustees, hosting coffees or meetings with patrons, and surveys. Director Jarzemsky stated that a large survey was done last year that is still being evaluated. Discussion took place on how to reach those individuals who don't use the library. The Board can review what is currently on the Library's website and determine if they want to make any changes. Discussion took place on the role of the Board and the fact that Trustee training is

available. The next meeting is February 1st. Trustee Mallozzi will not be able to attend.

VI. NEW BUSINESS: (Continued)

VILLAGE GENERAL OBLIGATION BONDS

Director Jarzemsky stated that the Village Board approved and passed an ordinance providing for the issuance of General Obligation Refunding Bonds. The purpose of the issuance was to combine a number of outstanding bonds in order to obtain a lower interest rate. They successfully did obtain a lower interest rate and by achieving this objective, money was saved in the form of lower interest costs on money that had been borrowed in the past for various purposes. Director Jarzemsky explained the savings that occurred for the library with the issuance of these bonds. The Library, after the 2010 levy, will no longer need to make any further bond payments. The Board thanked the Village for their diligence in the pursuit of saving money for the residents.

VII. PUBLIC DISCUSSION:

Questions were raised concerning the Bloomingdale Road expansion project. The Library's Halloween Party is to take place on Saturday, October 31, 2009 from Noon until 2:30 p.m. The Board was invited to attend and enjoy the event. The Friends have volunteered to help. The Police and Fire Departments will be hosting open houses prior to the Library's party with trick or treat hours beginning at 3:00 p.m.

VIII. ANNOUNCEMENTS:

Halloween Party – Saturday, October 31, 2009, Noon – 2:30 p.m.
Next Board Meeting: Wednesday, November 11, 2009

IX. ADJOURNMENT:

Trustee Mallozzi moved and Trustee Strutzel seconded the motion to adjourn the October 14, 2009 Library Board meeting at 8:28 p.m. The motion carried by voice vote.

Respectfully submitted,

Minutes approved by:

Secretary

President

Date: _____

Minutes recorded by Irene M. Jones