

**MINUTES OF THE MEETING OF THE  
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES  
MAY 12, 2010**

ATTACHMENT A  
6/9/2010

**I. CALL TO ORDER**

The meeting was called to order by President Bonni Rothbaum at 7:30 p.m. Trustees present: LeRoy Gaertner, Kelly Mallozzi, Bonni Rothbaum, Sonia Singh, David Strutzel and Linda Szramiak. Absent: Trustee Milton Clark. Also Present: Director Tim Jarzemsky

**II. APPROVAL OF MINUTES**

The minutes of the April Board Meeting were reviewed. Trustee Szramiak moved, and Trustee Mallozzi seconded the **motion**, that the minutes of the April 14, 2010 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 Mallozzi moved, and Trustee Szramiak seconded the **motion**, that the Board approves the payment of bills for the month of May, 2010 in the amount of \$50,097.22 and the transfer of approximately \$202,970.00 for bills and salaries. The motion carried by roll call vote: AYES: Trustees Mallozzi, Szramiak, Rothbaum, Strutzel, Singh, and Gaertner. NAYS: None. ABSENT: Trustee Clark.

**IV. LIBRARY BOARD VACANCY APPLICANT INTERVIEWS**

An interview session was conducted. The Board received four applications for the vacancy created by the resignation of Sonia Singh. Four interested candidates were interviewed that evening: Jackie McGrath, Janet Paluch, Kim Paprocki, and Sam D'Amico. Each candidate was given an opportunity to introduce themselves and ask questions of the Board. The Board was also given the opportunity to ask the candidates questions. A decision on the appointment would be made that evening during Closed Session.

**V. REPORTS**

**LIBRARIAN**

Director Jarzemsky reported on the April activities, including three well-attended and important programs: Super-Couponing, EBay 101-Selling Basics and Money Smart Week: Will You Be Able to Retire. A new staff member was hired for the Circulation/Technical Services Department, Jerine Guthrie. Circulation continues to be up for the month. The "Food for Fines" program was again very popular and the Bloomingdale Township Food Pantry was very appreciative of the donations. The computer classes continue to be well attended. The Youth Services Department is working on the Celebrate Reading program and the party has gone on the road with a presentation at St. Isidore and St. Matthew's schools.

**MONTHLY STATISTICS**

The Board reviewed the statistics for the month of April. Circulation continues to be up by 5% over last April. Director Jarzemsky is working on the annual report, which should be available in June. Cardholders are up over last fiscal year.

## V. REPORTS (Continued)

### STANDING COMMITTEES

**PERSONNEL** - No report.

**POLICY** – Social Media Policy Draft - Director Jarzemsky discussed a proposed social media policy. A draft of a policy developed by the Management Association of Illinois was provided for the Board's review. The policy would provide rules and guidelines for the use of social media (blogs, Facebook, etc.) to be applied to all employees. The Library's attorney would review the draft policy. The Human Resource manual does cover some of the provisions in this policy, but this document would specifically address social media. Each employee would be required to sign that they have received and read the proposed new policy. This policy would be an addendum to the Personnel policy as well as a Library policy. The final policy will be presented to the employees at the staff in-service day.

**FINANCE** – Discussion took place concerning a refund from the State over an unemployment claim.

**BUILDING AND GROUNDS** - No report.

### LIAISON REPORTS

**LINC** – No meeting was held, but a review was given to the Director.

**VILLAGE** - No report.

**FRIENDS OF THE LIBRARY** – A Friends' meeting was held in April. The Friends have decided to hold the September book sale inside the Library. They are planning multiple days again and suggestions were given to change the method of discounts and the number of books. They worked on the scheduling of volunteers for the summer events planned. The election of officers was held.

**BIG** - Director Jarzemsky reported on what was discussed at the last meeting. The College of DuPage has expanded their offerings at their Bloomingdale location. The library has a new Village liaison, Trustee Jim King.

**VI. UNFINISHED BUSINESS:** Not applicable.

## VII. NEW BUSINESS:

### OPERATING BUDGET FISCAL YEAR 2010/2011

Director Jarzemsky stated that the draft budget had been presented to the Board at a number of meetings. The Operating budget of \$2,794,052.78 is a .45% increase over last year. He discussed the levy and how the library will be spending some of their reserves in an effort to limit the amount of money taken from taxpayers. The total value of property in the Village has gone down by 0.62%. The library's revenue comes almost exclusively from property taxes. Grant money is not being figured into the budget because of the financial problems that the State is facing. Trustee Gaertner stated that the budget has been thoroughly reviewed and discussed by the Board. Trustee Gaertner moved and Trustee Singh seconded the **motion**, that the Board approves the Operating Budget for Fiscal Year 2010/2011 as presented. The motion carried by roll call vote. AYES: Trustees Gaertner, Singh, Rothbaum, Strutzel, Mallozzi and Szramiak. NAYS: None. ABSENT: Trustee Clark.

### RESOLUTION SETTING FORTH FINANCIAL REQUIREMENTS FY 2010/2011-1

Trustee Rothbaum presented Resolution No. 2010/2011-1 entitled "Resolution Setting Forth Financial Requirements of the Bloomingdale Public Library for the Fiscal Year Beginning May 1, 2010, and Ending April 30, 2011."

Trustee Szramiak moved and Trustee Strutzel seconded the **motion** that said resolution as presented be adopted.

After a full discussion thereof, President Rothbaum directed that the roll be called for a vote upon the motion to adopt said resolution.

Upon the roll being called the following Trustees voted AYE: Trustees Szramiak, Strutzel Mallozzi, Rothbaum, Gaertner, and Singh. The following Trustees voted NAY: None. Absent: Trustee Clark.

Whereupon President Rothbaum declared the motion carried and said resolution adopted and did sign the same in open meeting and did direct the Secretary to record the same in the records of the Board of Library Trustees of the Village of Bloomingdale, Du Page County, Illinois, which was done.

### FROIO FUND

Director Jarzemsky stated that an article has been placed in the Village Almanac about the Froio collection. The principle balance always remains the same. A financial report is sent to Mr. Froio every year.

## **VII. NEW BUSINESS: (Continued)**

### **2009 TAX BILLS**

Director Jarzemsky reviewed a sample of a 2009 tax bill with the Board. He stated that the library is levying the correct amount and the bill can be explained to a taxpayer. He explained how the bond payment was presented.

### **TRUSTEE RESIGNATION**

Trustee Sonia Singh presented her formal letter of resignation to the Board. Everyone was very sorry to see her leaving. Trustee Singh thanked everyone for the pleasure of working with them.

## **VIII. EXECUTIVE SESSION:**

At 8:44 p.m. Trustee Rothbaum moved, and Trustee Gaertner seconded the **motion** to enter into Closed Session pursuant to the Open Meetings Act, Section 2 (c) (1) to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body; and Section 2 (c) (21) to discuss minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 of the Act. The motion carried by roll call vote. AYES: Trustees Rothbaum, Gaertner, Szramiak, Mallozzi, Singh, and Strutzel. NAYS: None. ABSENT: Trustee Clark.

The Closed Session was concluded at 10:00 p.m. at which time the regular meeting of the Board reconvened.

## **IX. APPOINTMENT OF NEW LIBRARY BOARD TRUSTEE**

Trustee Szramiak moved, and Trustee Singh seconded the **motion** that Kim Paprocki be appointed to the Library Board as a Trustee to fill the current vacancy. The motion carried by roll call vote. AYES: Trustees Szramiak, Singh, Rothbaum, Gaertner, Mallozzi, and Strutzel. NAYS: None. ABSENT: Trustee Clark.

## **X. DIRECTOR'S SALARY FY 2010/2011**

Trustee Szramiak moved, and Trustee Mallozzi seconded the **motion** that the FY 2010/2011 Director's salary, as recommended in Executive Session, be approved. The motion carried by roll call vote. AYES: Trustees Szramiak, Mallozzi, Singh, Rothbaum, Gaertner, and Strutzel. NAYS: None. ABSENT: Trustee Clark.

## **XI. PUBLIC DISCUSSION:**

## **XII. ANNOUNCEMENTS:**

Next Board Meeting: Wednesday, June 9, 2010

**XIII. ADJOURNMENT:**

Trustee Mallozzi moved and Trustee Szramiak seconded the **motion** to adjourn the May 12, 2010 Library Board meeting at 10:10 p.m. The motion carried by voice vote.

Respectfully submitted,

Minutes approved by:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

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

Minutes recorded by Irene M. Jones