

**MINUTES OF THE MEETING OF THE  
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES  
JUNE 9, 2010**

**I. CALL TO ORDER**

The regular Library Board meeting of June 9, 2010 was called to order by President Bonni Rothbaum at 7:31 p.m. Trustees present: Milton Clark, LeRoy Gaertner, Kelly Mallozzi, Kim Paprocki, Bonni Rothbaum, and David Strutzel. Absent: Trustee Linda Szramiak. Also Present: Director Tim Jarzemsky and Adult Services Department Head Julie Keating.

Director Jarzemsky noted that prior to the start of the meeting; Mayor Iden administered the oath of office to Kim Paprocki who was sworn in as a Library Trustee. Trustee Paprocki took the place of Sonia Singh who resigned. The Board congratulated and welcomed Trustee Paprocki.

Director Jarzemsky asked that the item under New Business: Homebound Policy Revision be discussed after the approval of the Treasurer's Report. The Board agreed to this change to the agenda.

**II. APPROVAL OF MINUTES**

The minutes of the May Board Meeting were reviewed. Trustee Mallozzi moved, and Trustee Gaertner seconded the **motion**, that the minutes of the May 12, 2010 Regular Library Board meeting be approved as presented. There was a scribner error noted. The motion carried by voice vote.

**III. TREASURER'S REPORT**

Director Jarzemsky stated that with the resignation of Trustee Singh who was the Treasurer to the Board, the Board will need to appoint a new Board Treasurer at a future meeting. The Board reviewed the Treasurer's Report. Trustee Strutzel moved, and Trustee Gaertner seconded the **motion**, that the Board approve the payment of bills for the month of June 2010 in the amount of \$136,259.73 and the transfer of approximately \$276,629.73 for bills and salaries. The motion carried by roll call vote: AYES: Trustees Strutzel, Gaertner, Clark, Rothbaum, Mallozzi and Paprocki. NAYS: None. ABSENT: Trustee Szramiak.

**VI. NEW BUSINESS:**

**HOMEBOUND POLICY REVISION**

Director Jarzemsky introduced Adult Services Department Head Julie Keating who explained the reason for the revisions to the Homebound Policy. Ms. Keating explained that homebound patrons have been restricted in their ability to check out new material due to the fact that homebound patrons are allowed to keep materials for four to five weeks. The current policy does not allow these patrons access to new materials and items from the Hot Picks collection for checkout. The Department initiated a pilot program whereby these patrons were allowed to check out "new" books and audio books on a limited basis. The patrons were limited to three such items during each lending cycle. There were conditions to the checkout of these materials. The conditions were that the Library must hold two or more copies of the item, the item must have been available to the general public for at least one month and the item must have two or fewer holds on it. New items may not be renewed. New DVDs, CDs and items from the Hot Pick collection would still not be

available for checkout. The pilot program had no adverse affect on the other patrons. She is asking that the Board approve the changes to the policy. In response to a question, Ms. Keating stated that a Hot Pick stays under that category for about three (3) months or until the item is no longer "hot." Based on the discussion, Trustee Rothbaum moved, and Trustee Strutzel seconded the **motion**, that the Board approve the revised Homebound/Nursing Home Library Service Policy. The motion carried by voice vote.

**Removal from the Roll:** Ms. Keating leaves the meeting at 7:40 p.m.

## V. REPORTS

### LIBRARIAN

Director Jarzemsky reported on the May activities including one geared towards male patrons called "Lawn and Garden Weeds." He talked about the success of the Exam Cram. The Library publicized the Exam Cram aggressively and he was happy to report that 124 students attended the event. It is hoped that this event will continue to grow. Discussion took place on where the students who participated attended school and the difference between exam schedules between area high schools. His report included a staff report on the Exam Cram including pictures of the event. He also discussed the new summer reading program, "Scare Up a Good Book." Registration for the event began on June 7<sup>th</sup> and he was happy to report that 305 children, 112 adults and 46 young adults have already signed up for the program. He stated that PC usage is down slightly but that may be due to the fact that the Library has started their summer hours. The School Liaison, Kandy Jones, has been very busy with the Celebrate Reading parties. Trustee Clark reported on the Memorial Day Remembrance at St. Paul Cemetery on Saturday, May 29<sup>th</sup>. The event was well attended and he thanked everyone involved with the event. It was noted that the event is a Historical Society-sponsored event but the library does contribute by paying for the folding chairs.

### MONTHLY STATISTICS

The Board reviewed the statistics for the month of May. Circulation continues to be up by 9% over last May. The cardholders are also up. June and July should be big months because of the summer reading program.

### STANDING COMMITTEES

**PERSONNEL** - No report.

**POLICY – Social Media Policy Draft** - Director Jarzemsky stated that the draft policy was given to the Library's attorney for review. The Library's attorney made some changes. He distributed a copy of the revised policy to the Board. Director Jarzemsky asked that the Board review the changes and table this item to the next meeting, which was done.

**V. REPORTS (Continued)**  
**STANDING COMMITTEES**

**FINANCE** – No report.

**BUILDING AND GROUNDS** - It was stated that the flowers and landscaping looked very nice and well kept.

**LIAISON REPORTS**

**LINC** – Director Jarzemsky informed the Board that Director Dawe's husband passed away after a long illness.

**VILLAGE** - No report.

**FRIENDS OF THE LIBRARY** – The Friends next meeting will take place in July and the first Summer Concert will be held on Friday, June 18 at Noon.

**BIG** - No report.

**V. UNFINISHED BUSINESS:**

**RESOLUTION ADOPTING THE PREVAILING WAGE**

President Rothbaum presented Resolution No. 2010/2011-2 entitled Resolution Adopting the Prevailing Wage Rates for Laborers, Workers and Mechanics Employed by the Bloomingdale Public Library. The Library follows State law and makes sure that the contractors pay their employees the prevailing wage.

Trustee Gaertner moved and Trustee Clark 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 Gaertner, Clark, Strutzel, Mallozzi, Rothbaum, and Paprocki; the following Trustees voted NAY: None. Absent: Trustee Szramiak.

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, DuPage County, Illinois, which was done.

**V. UNFINISHED BUSINESS:**  
**SOCIAL MEDIA POLICY**

This item was discussed under Standing Committee Reports and tabled to the next meeting.

**VI. NEW BUSINESS:**

**HOMEBOUND POLICY REVISION**

This item was discussed following the Treasurer's Report per the request by Director Jarzemsky at the start of the meeting.

**ANNUAL REPORT**

The Board reviewed the report. Director Jarzemsky stated that this report was not the entire report but a sampling of what needs to be submitted to the State Library. The library has met the statutory requirements by filing the report by the deadline of the last day of May. This report is a good indication of how the library is doing. He discussed the increases over last year. The total amount of material loaned was 348,783. There are currently 17,254 cardholders. This report also allows the library to be eligible for a State grant. Director Jarzemsky will thank the staff for their hard work during the past fiscal year.

**DLS UPDATE**

Director Jarzemsky stated that the Library is a member of the DuPage Library System (DLS) and explained what this system does and how they have been adversely affected by the State's lack of payment to the organization. DLS is healthier than some other similar organizations in the State. DLS is planning to merge with some other local systems so as to continue to provide services. They will be able to continue the delivery of materials until July, 2011. Discussion took place concerning the various articles in the packet on the subject.

**SCHOOL READING LIST**

Director Jarzemsky stated that the library has the required reading lists for Glenbard North High School, Lake Park High School and Westfield Middle School which are available on the Library's website. The library was able to link the list to the Library's catalog so students can see if the desired book is available at the library. The Library would like to continue carrying these lists during the school year as well.

**STAFF IN-SERVICE DAY**

The Board was invited to the Staff In-Service Day which is scheduled for July 12. Director Jarzemsky would like the Board to attend the event, especially for the recognition of staff anniversary milestones.

## **VII. PUBLIC DISCUSSION:**

The next agenda will include the appointment of a new Treasurer.

Discussion took place concerning finding materials using the Library's new system.

Trustee Paprocki thanked the Board for choosing her as a member and is very glad to be able to participate as a Library Board member.

## **VIII. ANNOUNCEMENTS**

Next Board Meeting: Wednesday, July 14, 2010

## **IX. ADJOURNMENT:**

Trustee Paprocki moved and Trustee Rothbaum seconded the motion to adjourn the June 9, 2010 Library Board meeting at 8:03 p.m. The motion carried by voice vote.

Respectfully submitted,

Minutes approved by:

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Secretary

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President

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

Minutes recorded by Irene M. Jones