

**MINUTES OF THE MEETING OF THE
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES
OCTOBER 12, 2011**

I. CALL TO ORDER

The meeting was called to order by Vice President LeRoy Gaertner at 7:30 p.m. Trustees present: Milton Clark, LeRoy Gaertner, Kelly Mallozzi, David Strutzel and Linda Szramiak. Absent: Trustees Jackie McGrath and Bonni Rothbaum. Also Present: Director Tim Jarzemsky, Village Trustee Michael Hovde, Jr., Circulation/Technical Services Department Head, Kandice Krettler and Young Adult Librarian, Jessica Frazier.

Director Jarzemsky requested a change to the agenda. He asked if the Circulating Game Proposal under New Business could be presented following the approval of the Treasurer's Report. The Board approved the change.

II. APPROVAL OF MINUTES

The minutes of the September Board Meeting were reviewed. Trustee Gaertner moved, and Trustee Szramiak seconded the **motion**, that the minutes of the September 14, 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 Szramiak seconded the **motion**, that the Board approves the payment of bills for the month of October 2011 in the amount of \$64,988.45 and the transfer of approximately \$220,000.00 for bills and salaries. The motion carried by roll call vote: AYES: Trustees Strutzel, Szramiak, Gaertner, Mallozzi, and Clark. NAYS: None. ABSENT: Trustees McGrath and Rothbaum.

VI. NEW BUSINESS

Kandice Krettler, Circulation/Technical Services Department Head, and Jessica Frazier, Young Adult Librarian, presented a proposal on the library's circulating game policy. Ms. Krettler and Ms. Frazier presented the board attachment, "Updating the Circulating Video Game Collection" contained in their packet. Ms. Krettler discussed the library's video game collection, number of games in the collection and number of checkouts. She explained the video gaming systems owned by the library and the total circulation figures for each system. She proposed to weed out games with relatively low circulation and replace those with more popular systems and games. The proposal also includes the expansion of the game collection. Ms. Krettler discussed the library's current video game circulation policies and compared them to those of surrounding communities. The following proposed revisions to the circulation policies was presented: 1) allow patrons to check out three games per card; 2) allow Bloomington residents only to place holds; 3) allow renewals for all patrons (including non-residents); 4) allow non-residents to check out games (non-residents would not be allowed to place holds, but could renew if no holds); and 5) keep late fees the same at \$1.00 per day per game.

Ms. Frazier proposed adding M-rated (mature) video games to the collection. The current policy allows for the purchase and circulation of games rated for early childhood through teens. She explained that M-rated games are being requested by patrons. She presented a variety of reasons for adding M-rated content and discussed other local libraries that currently offer these games. The circulation of M-rated games to minors would fall under the library's "Feature Film DVD and Video Game Restriction Request" (part of the Patron Registration Form). Parents/guardians would make the decision whether their children could have access to these games and their contents. Each game is rated, which is prominently shown on the front and back cover of the game.

Director Jarzemsky questioned how staff would determine which M-rated games to purchase. Ms. Frazier replied that the purchases would be determined by game reviews and sales. They can also look to other libraries to see what games are collected and circulated. Trustee Strutzel questioned if there was enough money in the budget for the purchase of M-rated games. Ms. Frazier stated that they have been successful in using coupons and being selective in their purchases. Trustee Clark questioned the average age of mature gamers. Ms. Frazier stated that the average game player's age is 37, according to the gaming industry. Director Jarzemsky stated that these policy changes will be brought back to the Board for further consideration at the next meeting. The two basic considerations are the proposed changes to the game policy and the approval to purchase M-rated games.

IV. REPORTS

LIBRARIAN

Director Jarzemsky discussed the major programs of the month. These programs were "Illinois in the Civil War" and "Downloadable Books at Your Library." He thanked the Loose Threads Quilt Group for hosting the display of "American" quilts commemorating the 10th Anniversary of September 11th. Pictures of the display were included in his report. He stated that Lisa Palmer, the new Head of Youth Services, started on October 1st. Ms. Palmer will attend the next Library Board meeting to introduce herself to the Board. Director Jarzemsky provided a brief background on her work experience. Trustee Szramiak asked about the future of the Museum Passes Program. Director Jarzemsky stated that it will continue but some museums may not be part of the program. More information on the changes will be provided by RAILS. Trustee Mallozzi asked who determines what books are chosen for the book discussions. Director Jarzemsky replied that the books are chosen by the Adult Services staff. Trustee Gaertner questioned how the State Treasurer's program on unclaimed property held at the Library went. Director Jarzemsky stated that the program was well attended and a number of individuals found unclaimed property either for themselves or family members. The State holds over two billion dollars in unclaimed property. The Library was pleased to have been able to hold the event.

MONTHLY STATISTICS

The Monthly Statistics were reviewed. Circulation is down slightly from last year. Director Jarzemsky stated that the library is looking into expanding its eBooks collection. There are presently 17,017 cardholders. The activities on fines and usage of databases were reviewed.

STANDING COMMITTEES

PERSONNEL - No report.

POLICY – No report.

FINANCE – No report.

BUILDING AND GROUNDS – Fire Safety System, Front Exterior Door and Washroom Floors. Fire Safety System: This item will be discussed under Unfinished Business. Front Exterior Door: The door will be replaced. Washroom Floors: The washroom floors will be power washed.

LIAISON REPORTS

LINC – No report.

VILLAGE - Trustee Hovde introduced himself to the Board. He reported on the Village's tax levy meeting, which included a discussion on the Library's levy. In response to questions, Smashburger is open for business. He informed the members about the planned Lake Street road construction project and the closure of lanes from Glen Ellyn Road to the I-355 ramp. The project is proposed to be completed in four (4) weeks with weather permitting.

FRIENDS OF THE LIBRARY – The next Friends meeting is scheduled for Wednesday, October 19th. A report on the amount of money raised from the book sale will be given. He stated that the Friends also received a generous \$1,000.00 donation from Ross Dress for Less, which has recently opened in the Village.

BIG - The next BIG meeting will be held on Thursday, October 27 at Noon. It will be hosted by Marquardt School District 15. Director Jarzemsky and Trustee Mallozzi plan to attend. Director Jarzemsky stated that if another Trustee wishes to attend they should let him know.

V. UNFINISHED BUSINESS:

FIRE PROTECTION SYSTEM UPGRADE

Director Jarzemsky discussed the proposed Fire Protection System upgrade. He stated that while the modernization of the elevator was occurring, the fire protection system was examined. The current system, while operating well, is old and to acquire parts would be difficult. The Library's elevator consultant suggested that the Library meet and discuss the system with AON Fire Protection Engineering. Director Jarzemsky and Mr. Barnoski met with a representative of the firm and discussed upgrading the system. Director Jarzemsky described what needs to take place to upgrade the system. He would like to have AON Fire Protection Engineering act as the Library's consultant similar to the manner in which the elevator modernization project was done. The project would be broken down into three phases. In Phase 1, AON would prepare the report and specifications for bid. In Phase 2, they would review the bids and determine if they are in compliance with the bid specifications and are qualified to perform the work. Finally in Phase 3, they would test and inspect the installed equipment for deficiencies. Director Jarzemsky stated that he would like to begin Phase 1 of the project this fiscal year using the professional services budget. Next year's budget would include the costs for Phases 2 and 3. He stated that there is room in the budget to cover all expenses if necessary. Phase 1 would include an estimated cost for the project. Trustee Strutzel moved and Trustee Gaertner seconded the **motion**, that the Board approves the AON Fire Projection Engineering proposal as presented. The motion carried by roll call vote: AYES: Trustees Strutzel, Gaertner, Szramiak, Mallozzi, and Clark. NAYS: None. ABSENT: Trustees McGrath and Rothbaum.

VI. NEW BUSINESS:

RESOLUTION APPROVING TAX CONSORTIUM REPRESENTATION

Director Jarzemsky explained the reasons for the resolution. He stated that tax appeals are being received that challenge a property's equalized assessed valuation, thereby possibly reducing the Library's property tax revenues. The Library is a member of a tax consortium, which wishes to authorize the use of one attorney to act on their behalf. The attorney would act on appeals of taxpayers wishing to reduce their property assessment equal to or greater than \$100,000 and the intervention has been determined by the Library as being warranted.

After a full discussion thereof, Trustee Mallozzi moved and Trustee Szramiak seconded the **motion**, that the Resolution Approving Tax Consortium Representation be adopted as presented. The motion carried by roll call vote: AYES: Trustees Mallozzi, Szramiak, Strutzel, Gaertner, and Clark. NAYS: None. ABSENT: Trustees McGrath and Rothbaum.

VI. NEW BUSINESS: (Continued)

GARBAGE/REFUSE CONTRACT

Director Jarzemsky stated that the Village is negotiating a new 9-year refuse contract with Republic. There would be no cost for services to the Library. The contract would run from March, 2012 through February, 2021. The Library is thankful for the cooperation it receives from the Village.

CIRCULATING GAME PROPOSAL

This item was discussed following the approval of the Treasurer's Report.

OVERDRIVE/KINDLE FORMAT

Director Jarzemsky stated that the Kindle format had not been able to be supported by the Library, but as of September 21 OverDrive and Amazon Kindle announced in a press release that the format would now be compatible with library eBooks. Kindle owners can now download books from the Library. Director Jarzemsky stated that the Library will integrate the Kindle product but will wait to purchase additional eReaders since a newer version is scheduled for release soon. The Library proposes to wait and circulate Kindles after the first of the year. The Kindle does allow for books to be renewed.

SHOUTBOMB

Director Jarzemsky informed the Board that library patrons who have mobile phones that can receive/send text messages will now be able to receive text messages on holds, overdue items and renewable items. The information on the method for using this technology is available on the Library's website.

SPECIAL EVENTS CALENDAR

The Special Events Calendar was reviewed. Director Jarzemsky stated that these are tentative dates and if the Board finds any problems with these dates, to please let him know and changes would be made accordingly.

VII. CORRESPONDENCE

In the future, a folder with correspondence of a general nature would be available for review by the Board. The folder would be located near their mailboxes and would be circulated at the Board meetings as well.

VIII. PUBLIC DISCUSSION:

Trustee Mallozzi informed the Board about an article she perused concerning "Reading with Rover" at her veterinarian's office. Director Jarzemsky stated that the Library has had rescue dogs brought to the library on occasions such as at the Health Fair. He will inform the Head of Youth Services about the program.

IX. ANNOUNCEMENTS:

Director Jarzemsky stated that the Library would again be working with the Village and the Fire Department in hosting the Halloween Party to be held on Saturday, October 29, 2011. It is a free event. The party will begin earlier this year. It will start at Noon and conclude at 3:00 p.m. The flyer in their packet contains further information on the event.

X. ADJOURNMENT:

Trustee Szramiak moved and Trustee Clark seconded the motion to adjourn the October 12, 2011 Library Board meeting at 8:20 p.m. The motion carried by voice vote.

Respectfully submitted,

Minutes approved by:

Secretary

President

Date: _____

Minutes recorded by Irene M. Jones