

**MINUTES OF THE MEETING OF THE  
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES  
JUNE 13, 2012**

**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, Jackie McGrath, and David Strutzel. Absent: Bonni Rothbaum and Linda Szramiak. Also Present: Director Tim Jarzemsky and Village Trustee Jim King.

**II. APPROVAL OF MINUTES**

The minutes of the May Board Meeting were reviewed. Trustee Strutzel moved, and Trustee Gaertner seconded the **motion**, that the minutes of the May 9, 2012 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 Mallozzi seconded the **motion**, that the Board approves the payment of bills for the month of June, 2012 in the amount of \$132,991.64 and the transfer of approximately \$283,091.64 for bills and salaries. The motion carried by roll call vote: AYES: Trustees Strutzel, Mallozzi, Gaertner, Clark and McGrath. NAYS: None. ABSENT: Trustees Rothbaum and Szramiak.

**IV. REPORTS**

**LIBRARIAN**

Director Jarzemsky discussed library activities during the month of May. This year's summer reading program, "Reading is So Delicious" began on June 4. The new Marketing Campaign, "Treasure Island: Hidden Treasurers at Your Library" also began in June. Director Jarzemsky discussed the aspects of the new marketing campaign. He reviewed the department heads reports. Classes will continue to be offered on eBooks and eReaders. In addition, eReader drop-in clinics will be offered for patrons with questions. Director Jarzemsky reported that Kandy Jones has been integrated into the Youth Services Department and provided a report on her work activities, which included a number of Celebrate Reading parties. Jarzemsky discussed the Memorial Day Remembrance event which the library supports. Trustee Clark reported on the event and noted that attendance increases yearly.

**MONTHLY STATISTICS**

Circulation remains up over last year. The Board reviewed the yearly statistics. Statistics on the year to date amount collected through ePay versus last year was discussed. The database usage statistics show the monthly number of searches.

## **STANDING COMMITTEES**

**PERSONNEL** - No report.

**POLICY** – No report.

**FINANCE** – No report.

**BUILDING AND GROUNDS** - Director Jarzemsky reported that one (1) diseased pine tree was removed. The Library may also lose some ash trees to the Emerald Ash Borer.

## **LIAISON REPORTS**

**LINC** – No report.

**VILLAGE** - Village Trustee King reported on what was discussed at the last Village Board meeting. The Village Board is reviewing whether the Village Clerk position should be made an elected or appointed position. If the Board decides to hold a referendum on the question, the matter would be on the November ballot. He explained that the appointment would be made by the Mayor with the advice and consent of the Board of Trustees. The term of office would run concurrently with the Mayor. If the decision is for an elected Clerk, the election for Clerk would take place in April, 2013. Trustee King discussed the proposal by the Park District for a Festival of Lights, which would take place next year between Thanksgiving and Christmas at the Old Town Park. The Park District Board has also approached the Village on the possibility of selling beer and wine along with food at their summer concerts. The Village Board discussed the Indian Lakes property that the Village purchased several years ago. They are working towards a plan for the area. A discussion took place concerning the Ryder Cup and the volunteers still needed for the event. Director Jarzemsky noted that the library will be sponsoring a program on the History of the Ryder Cup and they are also talking about possible plans for a miniature golf course in the downstairs children's area.

Removal from the Roll: Village Trustee King leaves the meeting at 7:55 p.m.

**FRIENDS OF THE LIBRARY** – Director Jarzemsky stated that the Friends will be helping with the Summer Concerts series. The first concert will be at Noon on Friday, June 15. The Friends donated funds for the upcoming community read "Rocket Boys" and replacement of some game tables in the children's area.

**BIG** - Director Jarzemsky stated that the next BIG meeting will be on Thursday, July 19 at Noon to be hosted by the Chamber of Commerce.

**V. UNFINISHED BUSINESS:**

**RESOLUTION ADOPTING THE PREVAILING WAGE**

Vice President Gaertner presented Resolution No. 2012/2013-2 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 Mallozzi moved and Trustee Strutzel seconded the motion that said resolution as presented be adopted.

After a full discussion thereof, Vice President Gaertner 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 Mallozzi, Strutzel, Gaertner, Clark, and McGrath; the following Trustees voted NAY: None. Absent: Trustees Rothbaum and Szramiak.

Whereupon Vice President Gaertner 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.

**FIRE ALARM REPLACEMENT PROJECT UPDATE**

Director Jarzemsky reported that fourteen (14) vendors attended the mandatory pre-bid conference held on May 29, 2012 and three (3) competitive bids were received on Tuesday, June 12, 2012 for the replacement of the fire alarm system. Following the opening of the bids, the bids were sent to the consultant for review. Director Jarzemsky stated that the consultant will review the bids and make a recommendation on the acceptance of the lowest qualified bidder. A bid award will most likely take place at the July meeting.

## **VI. NEW BUSINESS:**

### **PER CAPITA GRANT REQUIREMENTS**

Director Jarzemsky stated that as a part of the per capita grant requirements, the State is asking that all libraries have a basic knowledge of library law. One of the requirements is an understanding of potential supplemental taxes and tax funding available for libraries. The Bloomingdale Public Library is a Village Library in a Home Rule Community and is not under the Illinois Tax Cap law. Therefore, the various tax categories that allow non-home rule entities to tax for certain activities or services do not apply. A review of the supplemental taxes and potential supplemental tax funding for libraries took place in order to ensure eligibility for the Per-Capita Grant.

### **STAFF IN-SERVICE DAY – AGENDA AND APPROVAL TO CLOSE AUGUST 24**

Director Jarzemsky discussed the plans for the staff in-service day. The keynote presentation will be done on customer service by Peggy Barber. As in past years, employee recognition of service will take place first. After lunch, staff will participate in a Bloomingdale scavenger hunt to learn more about the community. The upcoming One Book, One Read community read will be discussed and staff will be given a copy of the book, "Rocket Boys." After staff has completed reading the book, they will be put into circulation for the use of Library patrons. Director Jarzemsky stated that the Board is welcome to attend the program. Motion by Trustee Gaertner, seconded by Trustee Strutzel, to approve the closing of the Library on Friday, August 24, 2012 for the Library Staff In-Service Day. The motion carried by voice vote.

### **AUDIT PREPARATION**

Preparations have begun for the audit. McGladrey, LLP will again perform the audit. Ms. Ginger Boskelly is preparing all the reports in anticipation of the auditors. A draft audit report will be presented to the Board in July.

### **FRIENDS FUNDRAISER**

Director Jarzemsky stated that the Friends of the Bloomingdale Public Library are holding a fundraiser with the help of Chili's Restaurant at 310 West Army Trail Road. Chili's will donate ten percent (10%) on purchases (excluding taxes) during the month of June if the diner presents a coupon for the "Pepper Partner Program." The coupon is available at the circulation desk and a coupon was included in the Board packet.

## **VIII. PUBLIC DISCUSSION:**

## **IX. ANNOUNCEMENTS:**

**X. ADJOURNMENT:**

Trustee Clark moved and Trustee Strutzel seconded the motion to adjourn the June 13, 2012 Library Board meeting at 8:13 p.m. The motion carried by voice vote.

Respectfully submitted,

Minutes approved by:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

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

Minutes recorded by Irene M. Jones