

**MINUTES OF THE MEETING OF THE
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES
SEPTEMBER 10, 2014**

I. CALL TO ORDER

The meeting was called to order by Vice-President LeRoy Gaertner at 7:33 p.m.

II. ROLL CALL

Trustees present: Sam D'Amico, LeRoy Gaertner, Benjamin Hoyle, Kelly Mallozzi, and David Strutzel. Absent: Trustee Milton Clark and Trustee Bonni Rothbaum. Also Present: Director Tim Jarzemsky and Village Trustee Jim King.

III. PUBLIC DISCUSSIONS - No Public Present.

IV. APPROVAL OF AGENDA

Trustee Mallozzi moved, and Trustee Gaertner seconded the **motion**, that the agenda be approved as presented. The motion carried by voice vote.

V. APPROVAL OF MINUTES

The minutes of the August Board Meeting were reviewed. Trustee Mallozzi moved, and Trustee D'Amico seconded the **motion**, that the minutes of the August 13, 2014 Regular Library Board meeting be approved as presented. The motion carried by voice vote.

VI. TREASURER'S REPORT

The Board reviewed the Treasurer's Report. Trustee Strutzel moved, and Trustee Hoyle seconded the **motion**, that the Board approve the payment of bills for the month of September, 2014 in the amount of \$92,554.12 and the transfer of approximately \$246,500.00 for bills and salaries. The motion carried by roll call vote: AYES: Trustees Strutzel, Hoyle, D'Amico, Gaertner and Mallozzi. NAYS: None. ABSENT: Trustees Clark and Rothbaum.

VII. REPORTS

LIBRARIAN

Director Jarzemsky discussed the Ice Cream Social held on August 7th. The event was very successful with over 1,000 in attendance on a beautiful evening. He thanked Village staff for their help. He described some of the events that took place that evening. He acknowledged and thanked the staff and Friends of the Library that helped as well to make the event a success. The last summer concert featuring Tropixplosion performed. The Library held the American Heart Association HeartSaver CPR Certification training program. Miriam Luna was hired as the new Circulation Clerk in the Circulation/Technical Services Department. As the Department reports show, the departments hosted a variety of programs. He stated that the cardholders database is complete with 16,479 active cardholders. A discussion took place concerning the classes and the ways that patrons are utilizing the library. He stated that 32 patrons attended the Lego Movie.

MONTHLY STATISTICS

Director Jarzemsky stated that circulation was down 9% from last August, 2013. Staff continues to look at ways to increase circulation. Electronic media continues to increase over last year. The total number of holdings is 354,898. Trustee Mallozzi suggested that the patrons might enjoy a challenge competition. She gave an example of a challenge of patrons competing to complete an author's collective works. Discussion took place on the ability to keep a running list of read books. E-books now have a check-out period of twenty-one days. The new self-check system should be available in October.

STANDING COMMITTEES

PERSONNEL - No report.

POLICY – Circulation/Patron Use Policy – Staff has been working on suggested changes to the Circulation and Patron Use Policy. The Policy Committee will be meeting to review the policy. Director Jarzemsky will e-mail Policy Committee members, Trustee Clark and Mallozzi, to arrange for a meeting date to review the suggested changes. The Board, tentatively, may be given the policy to review in October. If the Board has any suggestions for changes, they should let either Trustee Mallozzi or Trustee Clark know.

FINANCE – No report.

BUILDING AND GROUNDS – The August 22, 2014 flooding is scheduled to be discussed under New Business.

LIAISON REPORTS

LINC – Director Jarzemsky provided the Board with the agenda of the August 8, 2014 meeting of the LINC Board of Directors. He stated that the Board has hired a consultant to work with them on a long range plan. The Consortium is looking at the present, the direction and future of the group. They discussed e-mail retention and storage in general.

VILLAGE - Trustee King provided information on changes occurring within the Village. The former Connie's Pizza site has no plans for development in the near future. Gioradano's Pizza is locating to Gary Avenue. Chick-Fil-A is appearing before the Plan Commission. Round One in Stratford is scheduled to have a fall opening. Menchie's Frozen Yogurt is open at Bloomingdale Court. He discussed what is happening in Covington. The circus is coming to Stratford Square on September 12-14. He informed the Board on a potential annexation and construction of twenty-three (23) patio homes near Lawrence Avenue. The Village has hired a new Village Administrator, Pietro Scalera, who is a long-time Village resident. He informed the Board on the work that has started on an economic development program for Lake Street and Old Town. The Board approved the purchase of the business located at 112 West Lake Street. He stated that Septemberfest took place on September 6th and had a good turnout.

Removal for the Roll: Trustee King leaves the meeting at 8:00 p.m.

FRIENDS OF THE LIBRARY – The Friends book sale will take place on Saturday, September 13th from 9:00 a.m. to 4:00 p.m. and on Sunday, September 14 from 1:00 p.m. to 4:00 p.m.

BIG – The next meeting of BIG is scheduled for October 23, 2014. More information will be available at the next Library Board meeting.

VIII. UNFINISHED BUSINESS

SIRSI OPAC RESPONSE

Director Jarzemsky stated that LINC is aware of the issues that were brought to the attention of the Board by a patron at the last meeting. He reviewed his letter dated August 26, 2014 that was sent to that patron. He described how changes were made to allow for a series search and the other actions taken in response to the concerns raised by the patron. Sirsi Consortia users will be having a meeting in September and the LINC consortia managers will bring up the patron's concerns.

IX. NEW BUSINESS

ON THE SAME PAGE

Director Jarzemsky stated that the Library will again be partnering with Roselle and Itasca libraries in a variety of programs based upon the "2014 On the Same Page" novel, *A Light Between Oceans* by M.L. Stedman. He discussed the full range of programs that will be offered by the libraries. A brochure of all the programs will be included on the Library's website and Facebook site. He discussed the marketing that will take place on the book programs. He responded on how the book was chosen.

SMALL BUSINESS WORKSHOPS

Director Jarzemsky stated that SCORE hosted a free small business workshop on Financial Statements today, Wednesday, September 10th at the library. This is a program sponsored by the Village and the Bloomingdale Chamber of Commerce. Another workshop will take place later in the month as well.

AUGUST 22, 2014 FLOODING

Director Jarzemsky discussed the rain event of August 22, 2014 when a volume of 5.4 inches of rain fell in the area and caused flooding in the library. He described the area in the library that received the water and the steps taken to clean it up as stated in his memorandum to the Board dated September 8, 2014. He discussed what had taken place in the past to eliminate the flooding from occurring in this area of the library but the volume of rain in such a short period of time caused the flooding. He discussed what further steps will be taken to possibly prevent another occurrence.

TARGET GRANT

Director Jarzemsky stated that staff is looking for ways to increase programs without increasing expenses. The Library, in partnership with the Park District, is working on a storybook trail. He explained the concept to the Board. In this endeavor, Youth Services Department Head Lisa Palmer applied for a grant from Target and was approved for a grant amount of \$2,000.00. Target's grant funds will cover the costs for the pillars to display the book's pages and the other expenses involved in the project.

SEPTEMBER LIBRARY CARD SIGN UP MONTH

Director Jarzemsky reported that the library is promoting September is National Library Card Sign Up month. The library is offering patrons who sign up for a new card or renew their current library card in the month of September, the chance to be entered into a giveaway to win an Amazon Fire HD.

X. ANNOUNCEMENTS

XI. ADJOURNMENT:

Trustee Strutzel moved, and Trustee Mallozzi seconded the **motion**, to adjourn the September 10, 2014 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