

**MINUTES OF THE MEETING OF THE  
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES  
JUNE 10, 2015**

**I. CALL TO ORDER**

The meeting was called to order by President Bonni Rothbaum at 7:30 p.m.

**II. ROLL CALL**

Upon a roll call, the following Trustees present: Milton Clark, Alexandria Contes, Sam D'Amico, Benjamin Hoyle, Bonni Rothbaum and David Strutzel. Absent: None. Also Present: Director Tim Jarzemsky.

**III. PUBLIC DISCUSSIONS**

No Public Present.

**IV. APPROVAL OF AGENDA**

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

**V. APPROVAL OF MINUTES**

The minutes of the May Board Meeting were reviewed. Trustee D'Amico moved, and Trustee Hoyle seconded the **motion**, that the minutes of the May 13, 2015 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 Contes seconded the **motion**, that the Board approve the payment of bills for the month of June, 2015 in the amount of \$172,651.74 and the transfer of approximately \$326,500.00 for bills and salaries. Director Jarzemsky clarified that the payment to Accu-Paving Company was for the library parking lot upgrade work for work that they had completed and was verified and approved by the architect. The motion carried by roll call vote: AYES: Trustees Contes, Strutzel, Clark, D'Amico, Hoyle, and Rothbaum. NAYS: None. ABSENT: None.

## **VII. REPORTS**

### **LIBRARIAN**

Director Jarzemsky reported on the events that took place at the library in May. He stated that the parking lot upgrade is in its second week of construction. He commented on the author visit of Mary Kubica and the number of patrons that enjoyed the discussion of her book "The Good Girl." A total of 454 children attended the Celebrate Reading program presented by Kandy Jones and Heidi Knuth. The event took place on various dates which were stated in his report. Stephen Muldrow was hired as the new Circulation Technical Assistant. Stephen replaced Marilyn Murzyn who retired after seventeen years. Reference transactions were up and the Historical Book Club discussion had fifteen patrons in attendance. Director Jarzemsky reviewed some of the other programs in his report. It was reported that the Memorial Day Remembrance held at St. Paul Cemetery was well attended despite the inclement weather. Director Jarzemsky noted that the Library provides for the sound system and the rental of chairs for the event. Trustee Hoyle thanked the reference staff for finding a book on saddle making that he was interested in obtaining.

### **MONTHLY STATISTICS**

The Board reviewed the statistics for the month of May. The circulation report shows a decrease in circulation mainly due to the parking lot construction. The parking lot is anticipated to be completed by June 23. The Board was not overly concerned with the drop in the statistics for the month based on the construction work.

### **STANDING COMMITTEES**

**PERSONNEL** - No report.

**POLICY** – Director Jarzemsky stated that newly appointed Trustee Contes will need to complete the Open Meetings Act training. He explained the process. The Ethics policy is on file and available to all Trustees.

**FINANCE** – With the election of new officers, the bank signature cards will need to be changed. The officers will determine a date to meet and make the necessary changes at the bank.

**BUILDING AND GROUNDS** – Parking Lot Updates – Staff meet with the architect weekly on Tuesday's at 8:30 a.m. The Board is invited to attend the meetings if they would like. The architect's field report was included in the meeting packet. The project is on schedule and the concrete work has been completed. The anticipated completion, barring bad weather, is June 23<sup>rd</sup>.

## **VII. REPORTS (Continued)**

### **LIAISON REPORTS**

**LINC** – April Board Meeting – The meeting minutes of the April meeting was included in the Board packet for review. It was noted that Director Jarzemsky is the LINC Treasurer.

**VILLAGE** - Director Jarzemsky stated that he had discussed with Village Administrator Scalera the appointment of a Library Village Trustee Liaison. The decision on an appointment is being finalized. The newly appointed Village Trustee should be in attendance at the August meeting. Director Jarzemsky has offered to meet with the Trustee.

**FRIENDS OF THE LIBRARY** – The next meeting of the Friends will be July 15, 2015.

**BIG** - The next meeting of BIG will be on Thursday, July 23, 2015 to be hosted by the Bloomingdale Fire Protection District.

## **VIII. UNFINISHED BUSINESS:**

### **40<sup>TH</sup> ANNIVERSARY ANNOUNCEMENT**

Director Jarzemsky informed the Board that plans are being finalized for the July 10<sup>th</sup> 40<sup>th</sup> Anniversary celebration event. Activities that are being planned are included in the flyer for that day which he summarized for the Board. He noted that Representative Christine Winger plans to attend and present the library with a Resolution from the State on the Library's 40<sup>th</sup> Anniversary. Discussion took place concerning the tree planting tribute that is to take place in the front of the library. A plaque is being prepared for the new tree. It was hoped that the Friends of the Library would be willing to share in the cost of the new tree. Invitations to the celebration will be sent out in July.

## **IX. NEW BUSINESS:**

### **RESOLUTION ADOPTING THE PREVAILING WAGE**

President Rothbaum presented Resolution No. 2015/2016-2 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 Rothbaum moved and Trustee D'Amico 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 Rothbaum, D'Amico, Strutzel, Hoyle, Contes and Clark. The following Trustees voted NAY: None. Absent: None.

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.

### **2016 PER CAPITA GRANT REQUIREMENTS**

Director Jarzemsky explained the FY2016 requirements for the Illinois Public Library Per Capita and Equalization Aid Grants. He explained the reasons why the State requires the Board to participate in the grant process. Further discussion on the requirements will take place at a future meeting. Director Jarzemsky will complete the grant application before October, 2015.

### **NEW MERCHANT SERVICES APPLICATION**

Director Jarzemsky explained the reason for the change in vendors for the payment of overdue fines through the Library's website. Patrons will not be affected by the change. The library pays the fees charged for processing the payments but the costs are not substantial and the library has realized more fine recoveries through the use of credit card payments.

### **X. ANNOUNCEMENTS:**

The first gazebo summer concert is to take place on July 10<sup>th</sup> at Noon with the 40<sup>th</sup> Anniversary celebration to follow. A brief discussion took place concerning the Trustee vacancy. It was noted that there is an opportunity for individuals to serve as a Friend's officer.

### **XI. ADJOURNMENT:**

Trustee Rothbaum moved and Trustee Strutzel seconded the **motion** to adjourn the June 10, 2015 Library Board meeting at 8:05 p.m. The motion carried by voice vote.

Respectfully submitted,

Minutes approved by:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

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

Minutes recorded by Irene M. Jones