

**MINUTES OF THE MEETING OF THE
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES
JUNE 10, 2009**

I. CALL TO ORDER

The regular Library Board meeting of June 10, 2009 was called to order by President Bonni Rothbaum at 7:30 p.m. Trustees present: Milton Clark, LeRoy Gaertner, Bonni Rothbaum, Sonia Singh, David Strutzel and Linda Szramiak. Absent: None. Also Present: Director Tim Jarzemsky.

II. APPROVAL OF MINUTES

The minutes of the May Board Meeting were reviewed. The following corrections were noted to the meeting minutes: Under III. Officer Elections: Trustee Clark was absent so there were no Nay votes. Also under XII. Adjournment: the date should be May 13 not 14. Trustee Szramiak moved, and Trustee Singh seconded the **motion**, that the minutes of the May 13, 2009 Regular Library Board meeting be approved as corrected. The motion carried by voice vote.

III. TREASURER'S REPORT

The Board reviewed the Treasurer's Report. Trustee Szramiak moved, and Trustee Strutzel seconded the **motion**, that the Board approve the payment of bills for the month of June 2009 in the amount of \$92,870.09 and the transfer of approximately \$235,070.00 for bills and salaries. The motion carried by roll call vote: AYES: Trustees Szramiak, Strutzel, Rothbaum, Gaertner, Clark, and Singh. NAYS: None. ABSENT: None.

V. REPORTS

LIAISON REPORTS

LINC – No report.

VILLAGE - No report.

FRIENDS OF THE LIBRARY – The Friends have no meeting until fall but Friend members have signed up to volunteer at the different programs sponsored by the group.

BIG - No report.

STANDING COMMITTEES

PERSONNEL - No report.

POLICY – No report.

V. REPORTS (Continued)

FINANCE – Director Jarzemsky reported that since the Library needed to cancel the plans for the Polar Express train trip due to Metra cutbacks, he investigated the possibility of renting a movie theater for an exclusive showing of the movie, Polar Express, instead. CineMark Century Theatres at Stratford Square was contacted. Information was distributed to the Board concerning the event as provided by the theater. The event would take place in the morning. The same budget dollar parameters would be used for the event. Santa would not be able to attend the event because he will be busy in the Mall talking with children. The schedule is tight with access to the auditorium starting at 10:30 a.m. and ending at 1:30 p.m. The Library would provide free soda and popcorn. The same number of participants would be allowed to attend and a cost structure that makes sense would be developed. At this point, this item was deferred so that the Library Board Trustee vacancy interviews could take place.

IV. BOARD VACANCY – REVIEW OF APPLICANTS

An interview session was conducted. The Board received four applications for the vacancy created by the resignation of Elaine Mitchell. Three interested candidates were interviewed that evening: John Schmitz, Janice Gabris and Kelly Mallozzi. Each candidate was given an opportunity to introduce themselves and ask questions of the Board. The Board was also given the opportunity to ask the candidates questions. A decision would be made that evening during Closed Session.

V. REPORTS (Continued)

FINANCE (Continued) – Discussion returned to the proposed Polar Express event. It was suggested that an alternative site be investigated. The Board does like the idea of having the event take place in Bloomingdale but would like to investigate another theater for cost comparisons. It was suggested that the Marcus Theater in Addison be contacted. This theater might also allow for Santa to pay a surprise visit. Discussion took place concerning the price structure and the reasons for using the Bloomingdale Theater. This item was tabled for further discussion at another date.

BUILDING AND GROUNDS - The brick paver work has been completed along the side walkway area of the Library. Some of the junipers close to the building that were overgrown have been removed and replaced with flowering trees and shrubs. Director Jarzemsky reported that one of the computer servers in the computer lab has failed. Patrons are being provided with free printing. Department Head, Sean Luster, is working on correcting the problem. There might be a loss in printing revenue due to the server failure.

V. REPORTS (Continued)

LIBRARIAN

Director Jarzemsky reported that he along with staff have been working on the annual report for the Illinois State Library. The Bloomingdale Police Department presented a program on how to be prepared for natural disasters and unexpected emergencies on May 26. Celebrate Reading parties were held at the library. The library received beautiful cards from the participating school children as well as very positive feedback from teachers. The library programs held in May were very well attended. Again, the food program was very popular with patrons. Teen game night was very well attended. Kandy Jones has been reaching out to all school districts.

MONTHLY STATISTICS

The Board reviewed the statistics for the month of May. Increases are showing in every category. The present number of cardholders is 16,182. Circulation continues to be up over last year. A discussion took place concerning e-pay.

Addition to the Roll: Ms. Madeline Reed, Youth Services Department Head, enters the meeting at 8:30 p.m.

VII. NEW BUSINESS:

YOUTH SERVICES DEPARTMENT REPORT

Director Jarzemsky requested that Youth Services Department Head, Madeline Reed, report to the Board on her Department. Ms. Reed distributed a written report along with information on each of the library personnel assigned to the Youth Services Department in the form of trading cards. The trading cards provide information on the duties of each employee. The Youth Services staff works not only with children but also provides assistance to teachers, parents and care providers. Staff reach out to nursery and grade schools with information on the library. One of the goals of the department is collection development. They strive to encourage parents to read to their children and for children to see reading as fun. The department has a collection of fiction and non-fiction works appropriate for different reading levels. The department has a reference and readers advisory service that is available to patrons and schools. They work with children to get the necessary books for them to complete homework assignments. Ms. Reed discussed and gave examples on their services. The Department works closely with Kandy Jones in the bags of books program. She discussed the various Youth Services programs that the Department has created and provides for patrons. She explained the outreach programs. She discussed the great job that the Volunteens have been doing and how many hours these teens have spent working at the library. Many of the teens will be helping out during the summer. So far, fifteen Volunteens will be returning. The Board thanked Ms. Reed for her presentation. She also thanked the Board for the "meet and greet" party thrown for staff recently. It was a very enjoyable event.

Removal from the Roll: Ms. Reed leaves the meeting at 8:40 p.m.

VI. UNFINISHED BUSINESS:

PREVAILING WAGE RESOLUTION

President Rothbaum presented Resolution No. 2009/2010-2 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 Szramiak moved and Trustee Strutzel 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 Szramiak, Strutzel, Gaertner, Clark, Rothbaum, and Singh; 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, DuPage County, Illinois, which was done.

ANNUAL REPORT FOR FISCAL YEAR 2008/2009 (IPLAR)

The Board reviewed the report. Director Jarzemsky stated that this report was submitted to the State Library and the Library has met the statutory requirements by filing the report by the deadline of the last day of May. The auditors also use this report.

AUDIT 2008/09

The auditors were in and are working on their report. A draft audit report will be presented to the Board in July. Director Jarzemsky stated that everything looked good.

VII. NEW BUSINESS:

2008 TAX RATE CALCULATIONS

Director Jarzemsky stated that the County has released the final calculations of the 2008 tax rates and extensions. These are the figures used for the property tax bills. The Library's levy has been falling which is good for the tax payers.

X. PUBLIC DISCUSSION:

Director Jarzemsky reported that State Representative Franco Coladipietro will be hosting a press conference at the Bloomingdale Library as a kick-off announcement of the Summer Reading Programs taking place at the libraries within his District. Board members were encouraged to sign up for the summer reading program with registration starting on Monday, June 8. Director Jarzemsky stated that the Lake Park High School Honor Society students did a wonderful job providing homework help throughout the school year. The library sent a donation of \$100.00 to the Lake Park High School Educational Foundation in appreciation for the work that these students so graciously volunteered to do over the year. The Library in return received a thank you letter from the Foundation. Director Jarzemsky reminded the Board that Bloomingdale Family Fest will be taking place from Thursday evening, June 25 through Sunday, June 28.

VIII. CLOSED SESSION – LIBRARY BOARD VACANCY APPOINTMENT

At 8:55 p.m. Trustee Szramiak moved, and Trustee Gaertner seconded the **motion** to enter into Closed Session pursuant to the Open Meetings Act, Section 2 (c) (1) to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body; and Section 2 (c) (21) to discuss minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 of the Act. The motion carried by roll call vote. AYES: Trustees Szramiak, Gaertner, Rothbaum, Clark, Singh, and Strutzel. NAYS: None. ABSENT: None

The Closed Session was concluded at 10:05 p.m. at which time the regular meeting of the Board reconvened.

IX. APPOINTMENT OF NEW LIBRARY BOARD TRUSTEE

Trustee Szramiak moved, and Trustee Strutzel seconded the **motion** that Kelly Mallozzi be appointed to the Library Board as a Trustee to fill the current vacancy. The motion carried by roll call vote. AYES: Trustees Szramiak, Strutzel, Gaertner, Rothbaum, Clark, and Singh. NAYS: None. ABSENT: None

XI. ANNOUNCEMENTS:

Next Board Meeting: Wednesday, July 8, 2009

XII. ADJOURNMENT:

Trustee Szramiak moved and Trustee Clark seconded the motion to adjourn the June 10, 2009 Library Board meeting at 10:10 p.m. The motion carried by voice vote.

Respectfully submitted,

Minutes approved by:

Secretary

President

Date: _____

Minutes recorded by Irene M. Jones