

**MINUTES OF THE MEETING OF THE  
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES  
SEPTEMBER 8, 2010**

**I. CALL TO ORDER**

The meeting was called to order by President Bonni Rothbaum at 7:33 p.m. Trustees present: Milton Clark, LeRoy Gaertner, Kelly Mallozzi, Bonni Rothbaum, David Strutzel and Linda Szramiak. Absent: Trustee Kim Paprocki. Also Present: Director Tim Jarzemsky

**II. APPROVAL OF MINUTES**

The minutes of the August Board Meeting were reviewed. Trustee Szramiak moved, and Trustee Strutzel seconded the **motion**, that the minutes of the August 11, 2010 regular Library Board meeting be approved as presented. The motion carried by voice vote with Trustees Gaertner and Mallozzi abstaining.

**III. TREASURER'S REPORT**

-

The Board reviewed the Treasurer's Report. Trustee Strutzel moved, and Trustee Gaertner seconded the **motion**, that the Board approves the payment of bills for the month of September, 2010 in the amount of \$42,645.02 and the transfer of approximately \$185,405.02 for bills and salaries. The motion carried by roll call vote: AYES: Trustees Strutzel, Gaertner, Mallozzi, Szramiak, Rothbaum and Clark. NAYS: None. ABSENT: Trustee Paprocki.

**V. REPORTS**

**LIBRARIAN**

Director Jarzemsky reported on the last events of the summer. The Ice Cream Social was a great success with attendance reaching an all time high of 1,000 parents and kids. He thanked the Village for their support. The last summer concert was held on a hot day and had an attendance of approximately 85 individuals. Director Jarzemsky reviewed the various programs that took place and reviewed the statistics detailed in the Librarian's Report. The Seniors had a large group attend their meeting of August 10<sup>th</sup>. The library hosted two events that prepared high school students and their parents for the ACT exam. The Youth Services Department participated in a Humanitarian Service Project led by an organization located in Carol Stream. They held a school supply drive which will continue through the month of September. District 15 teachers attended a teacher orientation on August 19<sup>th</sup>. It was noted that Madeline Reed did an excellent job working the St. Isidore's Trifesta on August 22<sup>nd</sup>. She was praised for the long hours she spent at the fest and the work she did with the children who were having so much fun.

**MONTHLY STATISTICS**

The Board reviewed the statistics for the month of August. Circulation continues to trend up. Director Jarzemsky stated that the month of September is Library Card Sign Up Month. Discussion took place concerning the number of databases available to patrons. It was pointed out that the Mango Languages database is a great source. It was suggested that these databases be advertised to a greater extent.

## V. REPORTS (Continued)

### STANDING COMMITTEES

**PERSONNEL** - No report.

**POLICY** – No report.

**FINANCE** – IMET Funds – Director Jarzemsky stated that the Finance Committee may wish to meet in September or early October to discuss the Illinois Metropolitan Investment Fund (IMET). Currently, the Library pays bill through an account with Chase Bank. The remaining funds are held by the Illinois Funds and are in legal compliance regarding collateral for tax supported entities. Director Jarzemsky would like to invite a representative of IMET to come to the October meeting to discuss the fund and is hoping that the Board would agree to approve them as a vendor so the Library may increase their investment interest rates. Director Jarzemsky noted that the IMET fund also provides the mandated collateral agreements. These funds would be more liquid than a traditional Certificate of Deposit. This would be a good option for the Library. It is proposed that a portion of the funds currently in the Illinois Fund would be transferred to IMET.

**BUILDING AND GROUNDS** - No report.

### LIAISON REPORTS

**LINC** – Trustee Szramiak reported on the September 1<sup>st</sup> meeting of LINC held at West Chicago. The audit report was given and they received an unqualified opinion. LINC is very sound financially. A copy of LINC's audit was made available to the Board for review.

**VILLAGE** - It was requested that a representative from the Village come to a Library meeting to discuss the Village's budget.

**FRIENDS OF THE LIBRARY** – The Friends' September book sale will take place on Saturday, September 18 and Sunday, September 19 inside the Library in meeting room A/B. A bag of books will cost \$5.00 all day Saturday and only \$2.00 Sunday. Pace Setters is planning to come to the sale to purchase books. The Friends will be setting up for the sale on Friday. Target and Jewel donated paper bags to the Friends for the sale.

**BIG** - Director Jarzemsky reported that a meeting is scheduled for Thursday, October 28<sup>th</sup>. The BIG meeting will be hosted by Lake Park High School District 108.

**VI. UNFINISHED BUSINESS:**

**BLOOMINGDALE PUBLIC LIBRARY BOND & INTEREST TAX LEVY**

As discussed previously, DuPage County has lumped together the Village and Library tax levy, which results in all payments being made as one. Director Jarzemsky and Village Finance Director Gary Szott have approved the report on the transfers as presented at this meeting.

**LIBRARY LONG-RANGE PLAN**

Discussion took place concerning the Library's long-range plan. Corrections were noted. If the Board should find any further editing changes, they should let Director Jarzemsky or Shauna Porteus know. The Board was pleased with the plan. Trustee Rothbaum moved, and Trustee Szramiak seconded the **motion**, that the Board approves the corrected long-range plan. The motion carried by roll call vote: AYES: Trustees Rothbaum, Szramiak, Strutzel, Gaertner, Mallozzi, and Clark. NAYS: None. ABSENT: Trustee Paprocki.

**VII. NEW BUSINESS:**

**IMET FUNDS**

This item was discussed under Standing Committee Reports – Finance – IMET Funds.

**PER CAPITA GRANT**

Director Jarzemsky stated that the Library Board, staff and himself have worked on the application for an Illinois State Library FY 2011 Illinois Public Library Per Capita Grant. The deadline for submittal of the grant application is October 15<sup>th</sup>. Director Jarzemsky reviewed the information contained in the grant application. This is a good picture of the library and responds to the standards that the Illinois State Library proposes for Libraries. If the grant money is received, it would be split evenly for the purchase of adult and children materials. Trustee Szramiak moved, and Trustee Mallozzi seconded the **motion**, that the Board approves the Per Capita Grant Application as presented. The motion carried by roll call vote: AYES: Trustees Szramiak, Mallozzi, Rothbaum, Strutzel, Gaertner and Clark. NAYS: None. ABSENT: Trustee Paprocki.

**E-RATE FUNDING**

Director Jarzemsky stated that the Library will be getting a 40% discount on their basic telecommunications. This is a federally funded program based on the number of school lunch participants. The amount received would be taken off the Library's AT&T bill. This will result in a savings of \$3,168.00.

## **VII. NEW BUSINESS: (Continued)**

### **DLS SCHOLARSHIP**

Director Jarzemsky was pleased to announce that Shauna Porteus was awarded a \$3,000 scholarship to begin her Master of Library Science degree from the DuPage Library System for 2010. He stated that he sent a letter thanking them for recognizing Ms. Porteus.

### **DLS BOARD ELECTION**

Director Jarzemsky stated that a slate of officers has not been listed for the DLS Board election to take place in 2010. He is asking the Board's approval to make the choices on their behalf. Based on the discussion that ensued, Trustee Rothbaum moved, and Trustee Clark seconded the **motion**, that the Board approves Director Jarzemsky as their representative to select and vote for the officers during the upcoming DuPage Library System election. The motion carried by voice vote.

### **HERITAGE COLLECTION HONORED**

Director Jarzemsky was pleased to announce that staff was recognized for their hard work on the Heritage Collection by being featured in the "American Libraries Direct" as the digital library of the week on August 26, 2010. The Adventureland Collection in the Local History Collection was featured. He thanked staff for their hard work in maintaining the collections.

### **SEPTEMBER LIBRARY CARD SIGN-UP MONTH**

September is Library Card Sign-Up month. A schedule of events to promote patrons to sign up for a library card was included in the Board's meeting packet. The Library is partnering with McDonald's to offer a free ice cream cone or cookie with a value meal purchase if a patron shows their library card. Staff is working on getting children to sign up for their own library card. It was noted that Shauna Porteus and Kandice Krettler did an excellent job working on this project.

## **VII. PUBLIC DISCUSSION:**

The Chamber will again be holding the event "50 Men Who Can Cook" on September 25<sup>th</sup>. Director Jarzemsky will be participating as a cook.

## **VIII. ANNOUNCEMENTS:**

Next Board Meeting: Wednesday, October 13, 2010

**IX. ADJOURNMENT:**

Trustee Szramiak moved and Trustee Gaertner seconded the motion to adjourn the September 8, 2010 Library Board meeting at 8:15 p.m. The motion carried by voice vote.

Respectfully submitted,

Minutes approved by:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

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

Minutes recorded by Irene M. Jones