

**MINUTES OF THE MEETING OF THE
BLOOMINGDALE PUBLIC LIBRARY BOARD OF TRUSTEES
MAY 14, 2014**

I. CALL TO ORDER

The meeting was called to order by President Bonni Rothbaum at 7:34 p.m. Trustees present: Milton Clark, Sam D'Amico, Benjamin Hoyle, LeRoy Gaertner, Kelly Mallozzi, Bonni Rothbaum and David Strutzel. Absent: None. Also Present: Director Tim Jarzemsky and Village Trustee Jim King.

IX. ANNOUNCEMENTS

Director Jarzemsky provided information concerning Scott Baudin, the sex offender that was looking at child pornography in the library in 2013. He was recently sentenced to ten years in prison and both the Daily Herald and the Tribune ran articles on the conviction. Director Jarzemsky clarified that Mr. Baudin was convicted of possessing child pornography in his house, not for the incident that happened at the library. He stated that the library followed the library's policies and the state law. It was the incident at the library that triggered the investigation and library staff assisted the police. Library records were subpoenaed and two library employees testified at the trial. He explained the procedures and protocols used by the library and their working relationship with the Police Department. Director Jarzemsky stated that he would be taking and replying to any inquiries on the matter.

Director Jarzemsky informed the Board that Trustee Sam D'Amico was honored with the Bloomingdale CHARACTER COUNTS! Recognition Award on Saturday, May 3, 2014 by the Bloomingdale CHARACTER COUNTS! Coalition. Trustee D'Amico was recognized for his years of dedicated volunteer service and leadership to the Friends of the Library and as a Library Board Trustee. Trustee D'Amico mentioned that Village Board Trustee Jim King was also honored that day for his many years of service to Bloomingdale.

II. APPROVAL OF MINUTES

The minutes of the April Board Meeting were reviewed. Trustee Strutzel moved, and Trustee D'Amico seconded the **motion**, that the minutes of the April 9, 2014 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 Gaertner seconded the **motion**, that the Board approve the payment of bills for the month of May, 2014 in the amount of \$70,043.88 and the transfer of approximately \$230,000.00 for bills and salaries. Trustee Clark questioned the date on the invoices to be paid to Morningstar, Inc. Director Jarzemsky will investigate but he believes that it was a scrivener's error. The motion carried by roll call vote: AYES: Trustees Strutzel, Gaertner, Clark, Hoyle, Mallozzi, D'Amico and Rothbaum. NAYS: None. ABSENT: None.

IV. REPORTS

LIBRARIAN

Director Jarzemsky reported on the eLibrary Showcase that was held on April 14. Forty-five (45) patrons had a chance to learn about ebooks, Hoopla, Zinio digital magazines and elearning opportunities. Staff had arranged stations on each of the four subjects. "An Armchair Tour of the Universe" program took place on April 15. Twenty-four (24) patrons attended this Adler Planetarium program. The movie night showing of the movie, Frozen, had fifty-one (51) patrons in attendance. Director Jarzemsky was pleased to announce that Leslie Drewitz was selected to receive the DuPage County Historical Society Recognition Award for her contribution to the preservation, promotion, and enrichment of the history of DuPage County and its communities. He also reported that Nancy Krajecki will be leaving the library after seventeen (17) years of employment. Her last day will be May 23rd. Information on the farewell party will be provided to the Board. He stated that they are in the process of hiring an individual to be her replacement. The Board reviewed the different department reports as detailed in the Librarian's Report. Director Jarzemsky pointed out that the Senior Fair provided staff an opportunity to show what was available to seniors at the library. In recognition of Money Smart Week, the library held a number of financial awareness programs including one for children on the importance of saving. The Bloomingdale Historical Society has been working on the Memorial Day Remembrance program to be held on May 26th at 9:30 a.m. at St. Paul's Cemetery. The library provides chairs and assists in other ways. Trustee Clark mentioned that it is a very worthwhile program and urged everyone to attend. Trustee Hoyle mentioned that his children attended the Book Art program and enjoyed it very much.

MONTHLY STATISTICS

The Board reviewed the statistics for the month of April. The circulation report shows that total circulation is down over last year. Director Jarzemsky discussed the different categories in the report and the changes that will be made in the reporting of eMusic library holdings. A question was raised as far as the decline in the number of eBooks holdings as compared to last fiscal year. Director Jarzemsky will investigate.

STANDING COMMITTEES

PERSONNEL - No report.

POLICY – No report.

FINANCE – No report.

BUILDING AND GROUNDS – A formal report will be given next month on the new self check machines but Director Jarzemsky reported on the recent demonstrations of the machines here. The company, Bibliotheca, hosted a demo of the new Smartserve 400 self-check on May 7th. Area librarians were invited to attend and morning and afternoon demonstrations took place. The demonstrations featured the latest self-check, payment solutions, unlockers and RFID technology. He thanked the Trustees that attended.

LIAISON REPORTS

LINC – Director Jarzemsky reported on the favorable evaluation of the LINC director. He discussed the technology upgrades taking place.

VILLAGE - Village Trustee King reported on the various new businesses opening and the building and remodeling projects taking place within the Village. He stated that the Business Promotion Committee is working to bring a French Market to the Village in 2015 to be possibly located in Old Town. The Village is working on hiring a new Village Administrator, Economic Developer and Accountant. He stated that Mayor Franco has personally met with representatives from the Chicago Department of Aviation to discuss the Village's concerns on airplane noise levels. It was brought to his attention that the airplane noise levels will be increasing in Bloomingdale when a new runway opens in 18 months. He talked about the plans for Chick-fil-A and the recent approvals by the Plan Commission of the proposed projects by Goodwill Stores and Shree Radhe Shyam Temple. He reported that the gun range was voted down and so was the proposal by Little City for a group home. There is no date as yet for the proposal for the gun range to come before the Village Board. The Taj Maj restaurant will be returning to Bloomingdale at the former Himalayan Restaurant location. Hobby Lobby is now open. Elements, located at 142 S. Gary, plans to expand and will appear before the Plan Commission on May 20, 2014. A foot massage store will be opening in Springbrook. Round One has taken out building permits. Quick Fire Café in Stratford Square is now open.

Removal from the Roll: Village Trustee King leaves the meeting at 8:10 p.m.

FRIENDS OF THE LIBRARY – Trustee D'Amico reported that the Friends will again be selling ice cream at the Library's summer concerts.

BIG - Director Jarzemsky reported on the meeting of the Bloomingdale Intergovernmental Group hosted by Marquart School District 15 on April 24th. He provided information on the reports given by those in attendance.

V. UNFINISHED BUSINESS:

OPERATING BUDGET FISCAL YEAR 2014/2015

Director Jarzemsky stated that there are no changes from the preliminary budget that was presented to the Board at the last meeting. He discussed the salary adjustments based upon staff changes. Department heads had input in the budget and the majority of the line items have remained flat. He stated that the building fund is not funded by the levy but from the library reserves. The working cash as presented in Attachment E for budget fiscal year 2014/15 is \$2,969,935.43. The library proposes to appropriate \$3,322,189.79 and levy \$2,736,665.00. The projected General Fund Revenue for FY 2014/15 is \$2,755,068.00 with total revenue at \$2,755,368.00. The reserves will be used to make up the difference between revenue and spending.

The building fund currently has a total of \$836,994.00 of which \$216,500 will be used to

fund projected projects in FY14/15. Director Jarzemsky discussed the various projects that are proposed to be completed within the fiscal year.

He reviewed with the Board the estimated assessed value (EAV) statistics for 2013 and 2014 as presented in the home rule levies handouts. The levy funds the library through the amount of money levied and collected through property taxes. The estimated assessed value of property continues to decline. He explained that the 2013 EAV for Bloomingdale is \$752,685,827. The approved levy amount is \$2,696,617.48 at a tax rate of .3583.

After a final review and discussion of the Operating Budget document, Trustee D'Amico moved and Trustee Strutzel seconded the **motion**, that the Board approve the Operating Budget of \$2,969,935.43 for Fiscal Year 2014/2015 as presented. The motion carried by roll call vote. AYES: Trustees D'Amico, Strutzel, Clark, Rothbaum, Mallozzi, Gaertner, and Hoyle. NAYS: None. ABSENT: None.

VI. NEW BUSINESS:

RESOLUTION SETTING FORTH FINANCIAL REQUIREMENTS 2014/2015

Trustee Rothbaum presented the Resolution Setting Forth Financial Requirements of the Bloomingdale Public Library for the Fiscal Year Beginning May 1, 2014 and Ending April 30, 2015.

Discussion took place concerning the decline of property values and how the EAV rate is blended over three (3) years. Director Jarzemsky presented information on the levy rates of other taxing bodies in the library's service area. The library's levy has increased at a minimal rate compared to the other taxing bodies. Discussion took place on the reasons why the library is proposing a 2.5% increase change. The total amount of property taxes collected does not cover all of the operating costs of the library. The library needs to increase the levy so that the library's reserves are maintained at the appropriate level. The proposed resolution will provide the Village with the legal authority to appropriate and levy the funds for the fiscal year beginning May 1, 2014 and ending April 30, 2015 for the Library's financial requirements.

Trustee Mallozzi moved and Trustee D'Amico seconded the **motion** that said resolution as presented be adopted.

Discussion took place concerning what the change will mean to a typical property owner and what future rates will be necessary. Library costs will continue to increase regardless of the decline in property values. It was noted that 75% of the property owners have a library card. 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 Mallozzi, D'Amico, Clark, Strutzel, Gaertner, Hoyle and Rothbaum. 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.

FROIO LETTER

Director Jarzemsky explained that Village resident Dominic Froio donated over \$35,000 to the Library. He stated that the annual report for the fiscal year 2013/2014 Froio Fund has been sent to Mr. Froio and was included in the packet for review by the Board. The principle balance always remains the same and materials are purchased with the interest money.

FOOD FOR FINES

Director Jarzemsky stated that the Food for Fines program that was celebrated as a part of National Library Week was a great success. A comparison of the results from previous years was provided to the Board. The donated food was greatly appreciated by the Bloomingdale Township Food Pantry who sent a thank you for the donations.

APPROVAL OF STAFF SALARIES

Discussion to take place in Executive Session.

VIII. PUBLIC DISCUSSIONS

No public was present.

IX. ANNOUNCEMENTS

Director Jarzemsky stated that an informational flyer on the Sunshine Serenades – 2014 Summer Concert Series was included in the Board packet.

VII. EXECUTIVE SESSION:

An Executive Session was called 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.

VII. EXECUTIVE SESSION: (Continued)

At 9:01 p.m. Trustee Rothbaum moved, and Trustee Clark 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 Rothbaum, Clark, Gaertner, Hoyle, Mallozzi, D'Amico and Strutzel. NAYS: None. ABSENT: None.

The Closed Session concluded at 9:08 p.m. at which time the regular meeting of the Board reconvened.

VI. NEW BUSINESS: (Continued)

APPROVAL OF STAFF SALARIES

Trustee Gaertner moved and Trustee D'Amico seconded a **motion** to approve the Fiscal Year 2014/15 staff salaries as presented in the Executive Session. The motion carried by roll call vote: AYES: Trustees Gaertner, D'Amico, Rothbaum, Strutzel, Hoyle, Clark and Mallozzi. NAYS: None. ABSENT: None.

X. ADJOURNMENT:

Trustee Hoyle moved and Trustee Rothbaum seconded the motion to adjourn the May 14, 2014 Library Board meeting at 9:10 p.m. The motion carried by voice vote.

Respectfully submitted,

Minutes approved by:

Secretary

President

Date: _____

Minutes recorded by Irene M. Jones