

# GLENWOOD-LYNWOOD PUBLIC LIBRARY DISTRICT

## BOARD OF TRUSTEES Regular Meeting Minutes

17 August 2010

1. Call to Order & Roll Call-7:05 PM

Trustees Present: Dixon, Marlow, Mays-Browne, Peters, Spencer, Uza, Bell

2. Recognition of visitors

None

3. Approval/adjustment of agenda

4. Visitors comments on agenda items

None

5. Consent Agenda (action for all)

- A. Approval of Minutes: 20 July 2010
- B. Treasurer's Report
- C. Bills Claimed List

MOVE TO ACCEPT THE CONSENT AGENDA, INCLUDING THE JULY 20, 2010 BOARD MEETING MINUTES WITH CORRECTIONS, THE JULY 2010 TREASURER'S REPORT, AND ALL BILLS CLAIMED LISTS FOR JULY 2010

Motion: Trustee Peters                      Ayes: All  
Second: Trustee Mays-Browne              Nays: None

6. Directors Report

- Director Parker requested two Board Members to review all of the past board meeting minutes for the secretary's certificate needed for the Annual Report. Trustees Mays-Browne and Spencer volunteered to review minutes.
- The Library had two internal thefts, a keyboard and a gentleman's wallet was stolen. The wallet was recovered in the restroom. The staff has become more vigilant in walking around the library.

7. Communications

None

## 8. New Business

### A. Glenwood-Lynwood Library Board By-Laws review for Per Capita Grant 2011

- Amendments were made to the Library Board By-Laws
- Section 1.7 regarding trustee attendance reprimand to be reviewed by attorney and brought back at the September meeting as Old Business.

### B. Increase Sick Time for Part-Time staff

MOVE TO CHANGE THE EARNED SICK TIME FOR PART-TIME STAFF THAT HAVE 20-25 HOURS PER WEEK TO 3.5 HOURS, EMPLOYEES WITH 26-30 HOURS PER WEEK TO 5.5 HOURS, AND EMPLOYEES WITH 31-34 HOURS PER WEEK TO 7 HOURS, EFFECTIVE SEPTEMBER 1, 2010.

Motion: Trustee Dixon                      Ayes: Trustee Dixon, Mays-Brown,  
Second: Trustee Peters                      Peters, Spencer, Uza, Bell  
Nays: Marlow

### C. Ceasing free services for Non- Residents

- The board discussed a fee for computer use for non-resident patrons, as is standard practice at other libraries.
- Since the future of delivery for interlibrary loan is unsure, the library is compiling statistics on ILL's for non-residents. If the library is required to pay for delivery based on ILL statistics, this is a service that may warrant further discussion.

MOVE TO CHARGE NON-RESIDENT PATRONS \$1 PER SESSION FOR COMPUTER USE, EFFECTIVE SEPTEMBER 1, 2010.

Motion: Trustee Uza                      Ayes: All  
Second: Trustee Spencer                      Nays: None

### D. Budget and Appropriations Ordinance Hearing: September 21, 2010 at 6:45 pm

MOVE TO HOLD THE BUDGET AND APPROPRIATIONS ORDINANCE HEARING ON SEPTEMBER 21, 2010 AT 6:45 PM.

Motion: Trustee Uza                      Ayes: All  
Second: Trustee Spencer                      Nays: None

## 9. Old Business

### A. Capital Improvements

- The board requested a quote for a center pole for the middle of the parking lot. A quote for a two-headed pole is \$6000 and a four-headed pole is \$7500. This might resolve the dark pool in the middle of the parking lot. Director Parker spoke with the electrician about a green method (solar option) and he would give the board a quote only if they were serious about this option.

MOVE TO ADD AN ADDITIONAL POLE IN THE CENTER OF THE PARKING LOT WITH FOUR 400 WATT HEADS FOR \$7500, NOT INCLUDING PERMITS.

Motion: Trustee Dixon  
Second: Trustee Peters

Ayes: Trustee Dixon, Mays-Brown,  
Peters, Spencer, Uza, Bell  
Nays: Marlow

- More information will be gathered for the building sign and the security cameras. The discussion for both will be added to the September meeting.

#### B. Library Director Evaluation Comments

- Director Parker noted that she has been working diligently to be at the forefront of information regarding the system merge and leading the small group of local librarians on searching for viable alternatives for services to our south side libraries.

#### 10. Executive Session

For the purpose of "...the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or the legal counsel of the public body".

Motion: Trustee Uza  
Second: Trustee Mays-Browne

Ayes: All  
Nays: None

Start 9:03 PM Ended 9:37 PM

MOVE TO GIVE DIRECTOR PARKER AN INCREASE OF 2.6%, WHICH IS IN LINE WITH THE INCREASE THAT ALL STAFF MEMBERS RECEIVED FOR FY 2010-2011.

Motion: Trustee Dixon  
Second: Trustee Uza

Ayes: All  
Nays: None

#### 11. Adjournment

MOTION TO ADJOURN AT 9:38 PM

Motion: Trustee Uza  
Second: Trustee Peters

Ayes: All  
Nays: None