

# GLENWOOD-LYNWOOD PUBLIC LIBRARY DISTRICT

## BOARD OF TRUSTEES

Regular Meeting

20 January 2009

1. **Call to Order & Roll Call – 7:00 PM**

- Trustees Present: Bell, Marlow, Mays-Browne, Spencer, Uza
- Trustees Absent: Dixon
- Trustee Peters arrived at 7:10 PM

2. **Recognition of visitors**

- Katrina Harris: Assistant Director – Information Services Manager

3. **Approval/adjustment of agenda**

- Annie Coulter, Ford Heights PLD Board President telephoned Director Parker earlier in the day and asked to be added to the agenda regarding the Ford Heights contract. At the time of the meetings beginning, Ms. Coulter had not arrived. The Board decided to leave the agenda open and will add Ms. Coulter to the agenda when she arrives – at the time of the meetings end, Ms. Coulter had not arrived – no agenda adjustment was added.

4. **Visitors comments on agenda items**

None.

5. **New Facility Update**

- Director Parker gave building update. There is a meeting scheduled with the architect, owners representative, contractor and HVAC company regarding the heating conditions within the library for Friday January 23, 2009.
- The parking lot lighting was designed to meet the national average of 1 foot-candle. The current foot-candle levels meet and exceed the recommended levels. If additional lighting is requested it will require new fixtures to increase the illumination. New fixtures may also require additional electrical currents to be increased – much depends on the types of fixtures to be added. The board decided that the parking lot is not as much of an issue as the entrance to Arena Drive from Stony Island Avenue. Director Parker will research what is needed to get additional lighting installed or increased.

6. **Consent Agenda (action for all)**

A. Approval of Minutes: 16 December 2008

MOVE TO ACCEPT MINUTES WITH CHANGES

Motion: Trustee Bell

Ayes: All

Second: Trustee Uza

Nays: None

Absent: Trustee Dixon

B. Treasurer's Report

C. Bills Claimed List

D. Construction Project Invoices

**MOVE TO ACCEPT THE REMAINING CONSENT AGENDA AS PRESENTED**

Motion: Trustee Bell  
Second: Trustee Uza

Ayes: All  
Nays: None  
Absent: Trustee Dixon

**7. Directors Report**

- ALA is being held this year in Chicago at McCormick Place from July 9-15<sup>th</sup>. The conference programs should be available by the February board meeting.
- Director Parker has been asked to speak at Dominican University at a Library Architecture class. She will be briefly discussing a building project from beginning to end.

**8. Communications**

- No communications received.

**9. New Business**

**A. Board/Director Responsibilities**

Director Parker discussed some of the roles and responsibilities between the Board and Director, specifically in regards to the roles of the director and board in the area of grant writing.

**B. Glenwood-Lynwood PLD Strategic Plan 2009- 2012**

- The date of Saturday March 28, 2009 from 9-noon has been set for the board to begin working on a new strategic plan for FY2009-2012

**C. 2010 Federal Census training (ACTION)**

**MOVE TO ALLOW TRAINING TO BE CONDUCTED IN THE LIBRARY FOR THE 2010 FEDERAL CENSUS, WITH NO CHARGE FOR THE MEETING ROOMS, AT TIMES TO BE COORDINATED WITH THE LIBRARY.**

Motion: Trustee Bell  
Second: Trustee Peters

Ayes: All  
Nays: None  
Absent: Trustee Dixon

**D. Lynwood Police Department Adult Citizens Police Academy (ACTION)**

Move to Old Business for February Meeting

**10. Executive Session**

Not needed

**11. Adjournment**

**MOVE TO ADJOURN MEETING AT 8:34 PM**

Motion: Trustee Bell  
Second: Trustee Uza

Ayes: All  
Nays: None  
Absent: Trustee Dixon