

GLENWOOD-LYNWOOD PUBLIC LIBRARY DISTRICT

BOARD OF TRUSTEES

Regular Meeting

21 July 2009

1. Call to Order & Roll Call-7:02 PM

Trustees Present: Marlow, Mays-Browne, Peters, Spencer, Uza, Bell
Trustee arrived Dixon arrived 7:35 PM

2. Recognition of visitors

Chris Wager-Glenwood Resident/Library Staff

3. Approval/adjustment of agenda

MOVE TO ACCEPT AGENDA DATED 21 July 2009 WITH CHANGES TO OLD BUSINESS ITEM C. DIRECTOR EVALUATION AND PROCESS.

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

4. Visitors comments on agenda items

5. New Facility Update

6. Consent Agenda (action for all)

- A. Approval of Minutes: 16 June 2009
 - Director Parker will make changes to the June minutes as discussed.
- B. Treasurer's Report
- C. Bills Claimed List
- D. Construction Project Invoices

MOVE TO ACCEPT THE CONSENT AGENDA WITH CHANGES TO MINUTES AS DISCUSSED

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

7. Directors Report

- All library statistics have gone up: materials circulation have more than doubled, Internet usage has gone up because we have more public computers, patron visits have increased exponentially.
- Zone 8&9 is having a local legislative breakfast on Monday August 10th, 2009 from 8:30am-10am. Please let Director Parker know who will be attending by Friday July 31.

- At a point in the future Director Parker would like to showcase art from local artists. The Trustees agreed that artists may include contact information on their artwork.
- Director Parker met with Ford Heights Public Library District Board of Trustees on Thursday July 16, 2009 upon their request. The FHPLD trustees would like to be added to the agenda for August 2009 to make a case for continuing to contract with GLPLD. The decision by the collective board is not to give FHPLD agenda time until they have a more cohesive plan of action. Director Parker will send to letter Ford Heights reminding them that their residents still have access to the library and outlining what Glenwood/Lynwood library expectations are if they want to become a partner.
- The DCEO Bridging the Digital Divide grant Director Parker applied for was not funded because there was not enough community support and the coursework to be taught was not detailed enough.
- The E-rate is in the interview phase. The interview process is the last in the application process to determine if the grant will be funded.

8. Communications.

None.

9. New Business

- A. Ordinance 2009-03 Annual Ordinance Authorizing Public Library Non-Resident Cards (ACTION)

MOVE TO APPROVE ORDINANCE 2009-03 ANNUAL ORDINANCE AUTHORIZING PUBLIC LIBRARY NON-RESIDENT CARDS

Motion: Trustee Mayes-Browne Ayes: All
 Second: Trustee Spencer Nays: None

- B. Unused 19901 Stony Island Avenue land (DISCUSSION)

- Different uses for the land were discussed – dog park, butterfly garden, a community garden. Director Parker spoke with the attorney on the possible uses of the land. Any uses need to benefit and enhance the mission of the library. He felt the dog park would be a liability issue and does not necessarily benefit and meet the mission of the library. The majority of the board would like Director Parker to investigate the butterfly and community garden idea.

OLD BUSINESS FOR AUGUST MEETING

- C. Review of Policies for 09/10 Per Capita requirement

2.1 Acceptable Use Policy: Computer and Online Resources; 2.4 Confidentiality of Records; 2.7 Electronic and Online Resources; 2.9 Gift Policy; 2.14 Materials Selection Policy; 2.17 Non-Resident Borrowing Privileges; 2.18 Overdue Books. Fines and Lost& Paid Items; 2.19 Patron Behavior; 2.20 Resident Borrowing Privileges; 3.5 Dress; 3.6 Drug Free Workplace; 3.10 Employment Classification FLSA; 3.12 FMLA; 3.26 Staff Raise and Salary Schedule; 3.31 Work Week

- Policies 2.1, 2.7, 2.19, and 3.26 were flagged to be revised at a later time.

10. Old Business

A. Circulation Supervisor job descriptions

- Director Parker, Assistant Director Katrina Harris and Circulation Manger Sheila Adams are working on the descriptions and are not quite ready to present to the board. Add as an Old Business Agenda item for August 2009.

B. Glenwood-Lynwood Strategic Plan Draft FY2009-2012 (DISCUSSION)

- Trustee Peters suggested more work on the measurable outcome. Director Parker will email the revised document to the Trustees for review and additional edits. Director Parker will work on the measurable outcomes.

C. Director Evaluation Process (DISCUSSION AND ACTION)

- Formal Evaluation process was discussed. The new process will not be used for Director Parker's evaluation for the 08/09 fiscal year. Director Parker will be evaluated at the August meeting. She will write her accomplishments from 08/09 and have a list of goals for 09/10.

11. Executive Session

Started 8:52 PM Ended 9:03 PM

For the purpose of discussion of "the appointment, employment, compensation, discipline, performance, or dismissal of specific employees" and for "the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired."

12. Adjournment 9:03 PM

Motion: Trustee Peters
Second: Trustee Dixon

Ayes: All
Nays: None