

**DES PLAINES VALLEY PUBLIC LIBRARY DISTRICT
NOVEMBER 11, 2007
REGULAR BOARD MEETING @ 7:00 P.M. @ CREST HILL**

PLEDGE OF ALLEGIANCE

CALL TO ORDER

President Reno Caneva called the Regular Board Meeting to order at 7:00 p.m. Board members present: Ron Alberico, Gayle Crompton, Danny Gaddis, Ann Lopez, Christine Siegel, and Reno Caneva. Board members absent: none.

Staff present: Director Scott Pointon and Assistant Director Beverly Krakovec.

PUBLIC COMMENTS

Guests present: A group of concerned individuals expressed their disappointment over the removal and disposal of a quilt created by Crest Hill community members. The Crest Hill Library Branch had displayed the quilt since 1976, when it had been created to commemorate the bicentennial and the history of the City of Crest Hill

When removed for cleaning this past summer, a significant amount of mold was found on the back of the quilt. After contacting a preservationist regarding salvaging the quilt, it was determined the best course of action would be for immediate removal and disposal. The high danger of mold infiltrating the library's books was a primary concern. In addition, the fabric of the quilt was in such a weakened state it could not have withstood the treatment necessary to eradicate the mold.

Reno Caneva expressed his regret that the community members who had created the quilt had not been notified of this situation. Reno Caneva also stated it was very important the work, dedication, and civic pride shown by the Crest Hill community be remembered.

Reno Caneva and the entire board apologized for this situation and thanked the citizens for their attendance and concern.

A newspaper article and photos of the quilt will, in some manner, be preserved and displayed at the Crest Hill branch.

MINUTES

Christine Siegel moved to approve the following minutes: October 6, 2007 Workshop Board Meeting, October 9, 2007 Workshop Board Meeting, October 16, 2007 Regular Board Meeting, October 22, 2007 Workshop Board Meeting, and the October 27, 2007 Workshop Board Meeting. Danny Gaddis seconded the motion. Gayle Crompton seconded the motion. All voted aye: motion carried.

CORRESPONDENCE

Newsletters from Prairie Area Library System, Lockport Chamber, Romeoville Chamber, and the Joliet Chamber of Commerce were available for viewing.

Scott Pointon stated board members will be receiving Public Library Magazine. Board members also received invitations to Romeoville's State of the Village Address on January 8, 2008.

Danny Gaddis moved the District reserve a table for Romeoville's State of the Village Address. Gayle Crompton seconded the motion. Roll call indicated: Ayes—Ron Alberico, Gayle Crompton, Danny Gaddis, Ann Lopez, Christine Siegel, Adam Sulich, and Reno Caneva. Nays—none. Motion carried.

TREASURER'S REPORT

Treasurer Ann Lopez read the Treasurer's Report for October 2007.

Cash on hand as of October 1, 2007 was \$2,369,382.66. Income as of October 31, 2007 was \$96,876.07. Disbursements as of October 31, 2007 were \$220,426.22. There were no transfers or adjustments. Cash on hand as of October 31, 2007 was \$2,245,832.51.

Ann Lopez moved to approve the October 2007 Treasurer's Report as presented, and the payment of the November 15, 2007 bills in the amount of \$100,741.61, and the November 14, 2007 payroll of \$44,714.60. Danny Gaddis seconded the motion.

Roll call on the above motion indicated: Ayes—Ron Alberico, Gayle Crompton, Danny Gaddis, Ann Lopez, Christine Siegel, Adam Sulich, and Reno Caneva. Nays—none. Motion carried.

Personal Property Replacement tax received to date totaled \$108,821.23. The estimate to be received for FY 2007-2008 totaled \$260,737.62.

2006 Levy Real Estate Distributions and interest received to date totaled \$1,675,410.59.

Total 2006 Levy Real Estate Distributions percentage received to date is 97.812%.

The current interest rates as of October 16, 2007 for money market accounts are as follows: Harris Bank – 4.65%, Illinois Funds—4.189%.

DIRECTOR'S REPORT

The board reviewed Scott Pointon's report. In addition to the items addressed in the report, Scott Pointon questioned if the board wished to have a holiday party for staff, board, and the Friends of the Des Plaines Valley Public Library District. The board thought it would be important to have such a gathering.

Danny Gaddis moved the board authorize the director to organize a holiday party for the board, staff, and the Friends of the Des Plaines Valley Public Library District, not to exceed \$2,500.00. Gayle Crompton seconded the motion. All voted aye. Motion carried.

Information will be forthcoming regarding date, location and time of the event.

Scott Pointon said circulation functions will soon be removed from the Children's Department at the Lockport branch. There is a concern that some patrons may initially forget to stop downstairs to check out their items and thus the library may lose materials. As a security measure, and to further deter patrons from utilizing the bank's parking lot, Scott Pointon proposed making the south side doors at the Lockport branch emergency exits only beginning January 1, 2008.

The board thought this would be a good solution that addresses both of these concerns. Appropriate signage will be placed in the Lockport branch educating patrons about the change. The community room could still be utilized without difficulty.

OLD BUSINESS

BUILDING PROGRAM

The final copy of the building program will soon be available. Dr. Schlipf will also be preparing a relational sketch which shows how various areas/departments in the library interact in regards to special functions.

INTEREST RATES REVIEW

Scott Pointon said he contacted 6 banks regarding interest rates and Harris Bank continues to be able to offer a higher rate for investment. All funds invested in Harris Bank are fully collateralized.

NEW BUSINESS

EXECUTIVE SESSION

Danny Gaddis moved to go into Executive Session for personnel matters. Christine Siegel seconded the motion. All voted aye. Motion carried.

The board went into Executive Session at 7:51 p.m.

Danny Gaddis moved to come out of Executive Session. Ron Alberico seconded the motion. All voted aye. Motion carried.

Danny Gaddis moved to go back into Regular Session. Ann Lopez seconded the motion. All voted aye. Motion carried.

The board went back into Regular Session at 8:04 p.m.

CHILDREN'S STAFFING PROPOSAL

Scott Pointon reviewed the Children's staffing proposal. By upgrading the next two part time Children's Assistant positions that become vacant to part time Professional positions, we would ensure that top quality service would be provided at our Children's desks all hours the facilities are open.

Gayle Crompton moved the board accept the Children's staffing proposal as presented. Christine Siegel seconded the motion. Roll call indicated: Ayes—Ron Alberico, Gayle Crompton, Danny Gaddis, Ann Lopez, Christine Siegel, Adam Sulich, and Reno Caneva. Nays—none. Motion carried.

TUITION REIMBURSEMENT REVISION

Scott Pointon reviewed the tuition reimbursement revision proposal. The determination was made that the District should increase its annual tuition reimbursement cap for individual employees in a degreed program of study at an accredited college or university. The proposal would amend Section 104 of the Staff Development Policy to increase the annual tuition reimbursement cap from \$3,000 to \$5,000. This measure would not adversely affect the budget line item for staff development.

Danny Gaddis moved the board approve the tuition reimbursement revision as presented and make appropriate changes to the Personnel Policy—Section 104 – Staff Development Policy. Adam Sulich seconded the motion. Roll call indicated: Ayes—Ron Alberico, Gayle Crompton, Danny Gaddis, Ann Lopez, Christine Siegel, Adam Sulich, and Reno Caneva. Nays—none. Motion carried.

ELECTRONIC RESOURCE POLICY REVISION

Scott Pointon presented the revisions. Basically the revisions would allow out-of-state visitors access to our public computers on a limited time basis, after showing appropriate identification. This type of policy is considered standard in most public libraries.

Christine Siegel moved the board adopt the revisions to the Electronic Resource Policy as presented. Danny Gaddis seconded the motion. Roll call indicated: Ayes—Ron Alberico, Gayle Crompton, Danny Gaddis, Ann Lopez, Christine Siegel, Adam Sulich, and Reno Caneva. Nays—none. Motion carried.

Danny Gaddis moved the board adopt the revisions that would also apply to the Internet Policy. Gayle Crompton seconded the motion. Roll call indicated: Ayes—Ron Alberico, Gayle Crompton, Danny Gaddis, Ann Lopez, Christine Siegel, Adam Sulich, and Reno Caneva. Nays—none. Motion carried.

RESOLUTION REGARDING TRAFFIC SIGNAL

The board reviewed the resolution regarding the need for a traffic signal in Lockport at the intersection of 8th Street and Hamilton Street. This is a very busy intersection and a traffic signal would benefit all surrounding businesses and pedestrians.

Gayle Crompton moved the District adopt the resolution as presented. Danny Gaddis seconded the motion. Roll call indicated: Ayes-- Gayle Crompton, Danny Gaddis, Ann Lopez, Christine Siegel, Adam Sulich, and Reno Caneva. Nays—Ron Alberico. Motion carried.

The signed resolution will be sent to the Lockport City Council and copies will be sent to surrounding businesses.

ARCHITECT'S CONTRACT

This matter is still in discussion between the chosen architectural firm and the District's attorney. Scott Pointon will bring this issue back to the board when nearer to completion.

LIAISON TO FRIENDS OF LIBRARY

Danny Gaddis reported that the FOL has made significant progress both in filling all officers' seats and forming committees. An open house and membership drive is planned for January 14 & 15, 2008, at the Crest Hill and Lockport Branches respectively. All board members are encouraged to attend and join the FOL organization.

SCHEDULING DECEMBER WORKSHOP MEETING

The board scheduled Tuesday, December 4, 2007 at 6:00 p.m. at the Crest Hill Branch as the date for the next board workshop meeting. The architectural firm will be on hand to discuss vision and concept decisions with the board.

EXECUTIVE SESSION—held earlier in agenda.

ADJOURNMENT

Christine Siegel moved to adjourn the meeting at 8:28 p.m. Gayle Crompton seconded the motion. All voted aye. Motion carried.