

## **BERWYN PUBLIC LIBRARY BOARD MINUTES**

January 18, 2010 Regular Meeting  
Library Board Room, Riverside Drive & Harlem Avenue

### **Call to Order**

Vice President Jerome Pohlen convened the meeting at 7:10 p.m. Board Members present: Jill Bambenek, Eileen Pech, Doris Remp, and Louise Sommese. Members absent: John Chrastka, Roxanne Faulds, and Maria Salinas. Member tardy: Irene Martin, arriving at 7:28 p.m. Staff present: Director Tammy Clausen, Mary Frank, Kathleen Sexton and Tammy Sheedy. Guests: North Berwyn Park District Director Joseph Valez and Staff Member Inara Canino; Alderman Nona Chapman who arrived at 7:13.

### **Agenda**

On a motion by Pech, the Board agreed to revise the agenda to include one closed session at the beginning of the meeting and a second closed session at the end.

### **Closed Session No. 1**

On a motion by Pech, and following a roll call vote, the Board entered closed session at 7:12 p.m. under ILCS 5 120/2 C-1 and C-5 to discuss intergovernmental contract negotiation and personnel. At 7:38 p.m., the Board on a roll call vote reconvened in open session.

### **Minutes**

On a motion by Pech, the Board unanimously approved the minutes of December 21, 2009 as amended to reflect a Library Board Fund November balance of \$767.94.

### **Correspondence:**

Vice President Pohlen read a thank-you letter from St. Leonard Parish for food pantry donations received through the library's Food for Fines Day.

On a motion by Pech, the Board unanimously adopted by reference the City of Berwyn resolution authorizing implementation of changes in the Illinois Open Meetings Act. The Board referred to the Policy and Personnel Committee the city's request to name a Board member to be responsible for compliance. Mary Frank already has been designated the staff representative for compliance.

On a motion by Pech, the Board unanimously approved a resolution authorizing the Board President and Secretary to sign an intergovernmental agreement authorizing Metropolitan Library Services to provide reciprocal borrowing collection services for the Berwyn Public Library.

Pech urged participation in a series of free trustee/director forums to be sponsored by the Metropolitan Library System on the first Saturday of every month through June. Director Clausen said she plans to attend all of them. Board representation is needed for the first forum dealing with trustee/director relations to be held from 9:30 a.m. to noon February 6. Bambenek plans to attend the second forum on library advocacy to be held March 6.

### **Open Forum:**

Alderman Chapman said the 2010 city budget is nearing completion. Clausen asked that the budget be reviewed for provision of matching public funds required for library grants already awarded.

### **Director's Report:**

Clausen reviewed The McCann Group's technology network assessment, highlighting shortcomings in the library's equipment, configuration and management and estimating costs for correcting them. Alderman Chapman noted the McCann package also includes a "sales pitch" for their remediation services and suggested the library consult with Jim Frank, the city's director of information technology. By a ruling of the Chair, passwords are to be changed immediately as outlined in the report. On a motion by Pech, the report was referred to the Technology Committee for review.

Clausen also presented a proposal from Florian Architects of Chicago to provide three alternate plans for building rehabilitation and space reconfiguration of library services at a fee of \$2,950. Clausen noted plans are necessary to apply for grants available for shovel-ready projects. At the suggestion of the Chair and on a motion by Pech, the proposal was referred to the Board's Strategic Planning Committee and the staff task forces on strategic planning and space utilization.

Deferred to February was a recommendation to revise the 2010 library calendar to close the facility on New Year's Eve rather than remain open until 5 p.m. as previously announced.

### **Finance Committee**

On a motion by Treasurer Sommese followed by a unanimous vote, the Board approved December payables of \$132,474.68.

Sommese reported the Library Board Fund remained unchanged at \$767.94.

### **Old Business**

On a motion by Pech, the Board unanimously authorized the Board President and Secretary to sign an intergovernmental agreement for Metropolitan Library System to provide reciprocal borrowing collection services at an annual fee of \$1,500.

A request for a revenue comparison of overdue fines versus video-DVD rental fees was deferred to February.

### **New Business**

At the suggestion of the Chair, Sexton's presentation of staff developed vision and mission statements and a new logo developed by volunteer Nina Stiffel were referred to the Board's Strategic Planning Committee.

### **Closed Session No. 2**

On a motion by Pech, and following a roll call vote, the Board entered closed session at 9:12 p.m. under ILCS 5 120/2 C-1 and C-5 to discuss intergovernmental contract negotiation and personnel. At 9:33 p.m., the Board reconvened in open session following a roll call vote.

### **Committee Meetings**

All committees will meet at the call of the chair based on the availability of the President. Bambenek will arrange a Technology meeting; Pohlen will coordinate Policy and Strategic Planning.

### **Adjournment**

On a motion by Pech, the meeting adjourned at 9:38 p.m.

---

Eileen Pech, Secretary