

Berwyn Public Library Board Minutes
January 29, 2008 Regular Meeting
Library Board Room, Riverside Drive & Harlem Avenue

Call to Order

President Deborah Cullen called the meeting to order at 7:00 p.m. Members present: John Chrastka, Eileen Pech, Jerome Pohlen, Doris Remp, Matthew Scharpf and Louise Sommese. Members absent: Ann Marrone and Irene Martin. Staff present: Director Bill Hensley and Kathleen Behrendt, Tammy Clausen, Mary Frank and Briana Perlot. Guests: Alderman Nona Chapman, library liaison, and Sandra Van Goethem, resident.

Agenda

At Pohlen's request, a discussion of Print-on-Demand was added to the agenda.

Minutes

On Chrastka's motion, minutes of December 17, 2007 were approved as presented.

Open Forum

Ms. Van Goethem commended the Library's innovative programming and helpful reference services, stating, "In the last few years they have gone from good to great...far exceeding Oak Park and Riverside." She credited the staff and the Director's leadership.

Alderman Chapman said the library tax levy increase recently approved by the City Council is expected to cover \$2,497,312 of the Library's proposed 2008 budget. That amount plus other revenues such as video rentals, book fines and the state per capita grant should make it possible to meet the total budget request of \$2,627,312, she said, adding that the new levy "should bring the Library up to where you can survive on your own."

Financial Report

Treasurer Scharpf reported all check records have been turned over to the city's Finance Director. He said the executive committee failed to receive notice of two bills that appear to exceed the \$1,500 limit requiring prior Finance Committee approval, and as Director Hensley could not immediately identify the TBS bill, Scharpf asked Hensley to verify that it covered a service contract. As to joint city/library supply purchases, the Director offered to provide earlier price comparison studies on city and library vendors.

The treasurer supported the concept of free videos and asked to meet with staff to obtain ideas for offsetting the \$25,000 budget shortfall the fee's elimination would create.

On a motion by Scharpf, the Board approved the December financial reports.

Director's Report

At Pohlen's request, Computer Services was asked to expand its reports to facilitate such comparisons as January usage in 2007 and 2008.

As to Scharpf's inquiry about additional computer purchases, Hensley said the library lacks space for more terminals. To compensate, patrons can work up to four hours on research papers in the computer training room.

Also at Pohlen's request, all library departments will be asked to report quarterly on ecologically conscious practices each has undertaken.

Policy Committee Report

At Pech's request, the Board by consensus asked Chrastka to further investigate three possible facilitators to lead discussions on Board-Director relationships.

Buildings & Grounds Committee Report

The Board concurred in Chairman Martin's recommendation to identify the building's current cooling load needs as a prelude to developing specifications for seeking bids on replacing or repairing the current cooling system.

Technology Committee

Chairman Chrastka presented for Board review a technology plan that would extend through June 30, 2010. He also reported:

- The Library may qualify for as much as an 80 percent E-rate discount on telecommunications services and equipment.
- Library band width expansion costs may be 6 to 7 percent less than expected;
- The Library's application for Plinkit Collaborative free website development has been accepted and MLS training of Berwyn staff will begin in April.

Unfinished Business

After learning photo IDs will not be part of the city's new timekeeping system, the Board asked Alderman Chapman to obtain quotes and samples for library name tags.

On a motion by Chrastka, the Board approved meeting on the third Monday of each month during 2008 unless a holiday intervenes. One such exception will be Tuesday, February 19, since Monday, February 18, is Presidents' Day, a holiday.

Clausen announced the Library's solo and partnership Berwyn Centennial activities.

After finding a Print-on-Demand publisher that might produce a paperback Library history for \$3.50 per copy, Pohlen was authorized by the Board to obtain more details.

Closed Session

On a motion by Pech and following a roll call vote, the Board entered closed session at 8:10 p.m. pursuant to Open Meetings Act Section 120/2(c)(1) to discuss the appointment, employment, compensation, discipline, performance or dismissal of employees and (21) to discuss minutes of closed meetings..

Following discussion, the Board reconvened in open session at 8:19 and on a motion by Sommese approved the minutes of the closed sessions of December 17, 2007.

Committee Meetings

Strategic Planning will meet at 7 p.m. Monday, February 11, followed by Technology at 8 o'clock and possibly Buildings and Grounds.

Adjournment

The meeting adjourned at 8:48 p.m. following a motion by Chrastka.

Eileen Pech, Secretary

