

BERWYN PUBLIC LIBRARY BOARD MINUTES

January 19, 2009 Regular Meeting
Library Board Room
Riverside Drive & Harlem Avenue

Call to Order

President John Chrastka called the meeting to order at 7:02 p.m. Present were Members Jill Bambenek, Eileen Pech, Jerome Pohlen, Maria Salinas and incoming but unsworn and non-voting member Roxanne Faulds. Member Absent: Louise Sommese. Member Tardy: Irene Martin arriving at 8:43. Also present: Director Bill Hensley and Staff Members: Kathleen Behrendt, Mary Frank, Briana Perlot, Craig Schumacher and Tammy Sheedy.

Welcome

The President welcomed Roxanne Faulds as a member of the Board.

Agenda and Minutes

On motions by Pech, the agenda was accepted as presented and the regular minutes of December 15, 2008 were approved with the appendage of a summary of the Board training on the Open Meetings and Freedom of Information Acts.

Open Forum

Aldermanic Liaison Nona Chapman reported that although the City of Berwyn 2009 budget will not be approved until March, a straw poll taken at the January 13 City Council meeting indicated aldermen seemed comfortable with the Library budget as presented. She said the next step in achieving the staffing level needed for resumption of the Library's Sunday hours would be to place advertisements for the staffing positions on the Council floor.

Pohlen reported he has been elected to the board of B.U.N.G.A.L.O.

Pech said copies of the "History of the Berwyn Public Library" were distributed to City officials and sale copies are now available through a second printing. She noted the project was initiated by Board Member Emeritus Ann Marrone and cited as major contributors to its success the research by Mary Frank, head of the Reference Department, and the cover design, page layout and production by Pohlen.

Director's Report

Hensley reported heavy snow delayed the opening of the Library on December 19, 2008 but said many area libraries failed to open at all. Pohlen questioned the prompting needed to achieve contracted snow removal. Hensley suggested the Board examine in-house plowing next season.

Schumacher reported filing deadlines were met for E-rate discounts. In response to a request from Schumacher, President Chrastka formed a Technology Task Force with Bambenek, Faulds and Martin as Board representatives and staff members to be named later.

On a motion by Pech, the Board unanimously approved employment of a Librarian Assistant I for Maintenance at a salary of \$7.75 per hour for a maximum of 15 hours. It also reaffirmed consent given last year to employing a Youth Services Librarian II. Five Ayes recorded: Bambenek, Chrastka, Pech, Pohlen and Salinas. Nays: zero.

Following discussion and the arrival of Martin, the Board on a motion by Pech and a unanimous vote of the six members now present, the Board approved proceeding with hiring to fill the 72 staffing hours needed to resume opening on Sunday based on a plan to be developed by the staff.

On a motion by Martin and a unanimous vote by the Board, the Director was instructed to make all haste to open Sunday, March 1.

Hensley presented a letter of intent to retire as director as of June 30, 2009 and was given a round of applause for his service.

Finance Report

On a motion by Pech and a roll call vote, the Board unanimously approved December payables of \$194,505.08. Pech presented a report from Treasurer Sommese showing a Board Fund total of \$632.94.

Buildings and Grounds Report

Martin said a meeting will be called to discuss replacement of the HVAC condenser bundles.

Strategic Planning

President Chrastka presented a Strategic Plan draft revolving around library services. Next steps will be to secure input from the Director followed by a Board Committee of the Whole discussion of goals, then further review by Board, Director and staff to develop strategies to achieve those goals by 2015. Chrastka said the document could provide a framework for a job description for a new director.

Unfinished Business

Following a discussion of research showing a cessation of video rental fees will increase circulation as well as revenue from fines on overdue items, the Board on a motion by Martin, chairman of the Ad Hoc Video Fee Committee, unanimously agreed that effective Monday, March 2, 2009:

1. All rental fees for videos and DVDs will end;
2. Fines on overdue audio-visual items will increase to a maximum of \$26; and
3. Book fines will increase from 10 cents to 15 cents per day.

The Board also asked the staff to vigorously educate the public regarding the new policy and to recommend amnesty days for return of overdue items without penalty.

Chrastka reported the Ad Hoc Finance Committee submitted to the City of Berwyn alternative 2009 library budgets showing a zero percent and a 5 percent increase. He said city officials accepted the zero percent budget.

On a motion by Martin, the Board by voice vote approved the 4 percent fee increase requested by Petar's Painting for library cleaning services.

New Business

Following completion of Fauld's oath of office, the Director will hold an orientation session.

Based on reports of misuse and unauthorized overnight parking in the off-site lot, Director Hensley was asked to check with the city legal department about the advisability of posting parking prohibition signs or renting parking spaces to neighbors.

Closed Session

On a motion by Pech followed by an invitation for attendance by the Director and a roll call vote, the Board entered closed session at 8:58 p.m. pursuant to Open Meetings Act Section 120/2(c)(1) to discuss the appointment, employment, compensation, discipline, performance or dismissal of employees.

Following discussion, the Board reconvened in open session and:

1. On a motion by Bambenek, accepted "with regret" the resignation of Director Hensley; and
2. On a motion by Salinas, established a Succession Planning Committee consisting of Bambenek, Chrastka, Martin and Pech to sit in executive session and prepare Search Committee guidelines.

Adjournment

The meeting adjourned at 9:05. All committee meetings are at the call of the chair.

Eileen Pech, Secretary