

Berwyn Public Library Board Meeting Minutes

February 21st, 2012 Regular Meeting

Library Board Room, Riverside Drive & Harlem Avenue

Call to order:

President Chrastka convened the meeting at 7:00 pm. Board members present: Jill Bambenek, Roxanne Faulds, Augie Kalal, Jerry Pohlen, Doris Remp, Maria Salinas and Director Tammy Clausen. Board members absent: Louis Sommese and Cindy Hayes. Staff present: Jasmine Brown, Kathy Sexton and Crystal Vela.

Agenda:

The meeting date on the agenda was changed from Monday to Tuesday. Director Clausen asked that a report by staff member Jasmine Brown be added to the Director's Report. On a motion by Salinas and seconded by Vice President Pohlen the board unanimously approved the amended agenda.

Minutes:

On a motion by Vice President Pohlen and seconded by Remp the minutes of the January 16th, 2012 regular board meeting were unanimously approved.

Open Forum:

Alderman Chapman and President Chrastka discussed the letter that was received from the Cook County Treasurer. The Treasurer was notified that we do not tax and therefore this does not apply to the Berwyn Public Library.

Director's Report:

Staff member Jasmine Brown gave a presentation on the Library's successful trained volunteer tutoring program. She provided the board with samples of lesson plans. Director Clausen reported that the periodical organizer project is almost completed and has been a popular change. Clausen discussed the necessity of filling out construction grant requests as they are never funded. President Chrastka agreed that we can forego the grants if they are not for vital projects. Clausen requested a policy meeting on the challenge of the homeless in the Library as she is getting a lot of complaints. She also reported that Overdrive was purchased again. Clausen and Kathy Sexton will attend a committee meeting on a custom eBook database for Illinois. Director Clausen also reported that Collection Management Committee has been making a lot of progress with standardized weeding and ordering. Tammy reported that she finished the IPLAR report and the Per Capita award for 2012 is \$58,000.00. A proclamation was read for Read Across America on February 28th, 2012. The Friends will have their own quarterly newsletter and book sale,

Standing Committee Reports

Finance Committee

On successive motions by President Chrastka and the board by unanimous roll call vote approved January payables and payroll in the amount of \$166, 309.84.

Budget Committee

President Chrastka and Director Clausen had a budget meeting with the city and the negotiations went well. The budget is now balanced but must be managed carefully.

Building and Grounds Committee

The completion of the elevator project is stalled in anticipation of a permit for the fire alarm system. They are in discussion on this. The chiller project has yet to be completed. An RPZ valve for drinking water will be installed by the city.

Policy/Personnel Committee: The committee had a closed meeting this month to discuss Director's review.

Veverka Committee: The committee did not meet. The letters have gone out to liquidate all stocks.

Technology Committee: The committee did not meet.

Old Business: The personnel review and building plan are still pending.

Closed Session

On a motion by Salinas, and following a roll call vote, the Board entered closed session at 7:53 p.m. under ILCS 5 120/2 C-1 and C-5 to discuss the evaluation process for the library director. At 8:13 p.m., the Board reconvened in open session following a roll call vote.

Schedule of Committee Meetings

The Policy/Personnel committee will meet on March 5th, 2012 at 6pm.

Possible Action

On a motion by Salinas and seconded by Faulds the board unanimously approved deferring the Library Director's evaluation to the March Board Meeting.

Adjournment

On a motion by Salinas and seconded by Faulds the meeting was adjourned at 8:15 pm.