

## **Berwyn Public Library Board of Trustees**

*Minutes of the 19 February 2013 Regular Meeting*

*Trustees Absent (excused): Remp, Hayes*

Respectfully Submitted 18 March 2013 by John Chrastka, Acting Secretary

Agenda Approval – Moved Bambenek, Second Pohlen

Approve Minutes 19 Nov 2012 – Move Faulds, Second Pohlen

### Public Comments

Friends of Library Book Sale 19 April 2013, 6p – 9p

Aldermanic Liaison Chapman reported that the Berwyn Library budget, as a component of the larger city budget, has passed out of Committee without amendment.

### Director's Report

Director Clausen reported the following:

A classroom space is being prepared on the second floor of the library for public use.

BPL will likely apply for a \$120,000 Live and Learn grant from the state library.

SWAN (ILS) will be off line from Feb 25 – 26. Slight disruption is anticipated.

The Block Grant program deadline is in mid-March

E-rate eligible bandwidth has arrived at the library after a 2 year wait.

Teen programs have increased dramatically after moving the department to R.A.

Verna Austen has been accepted into the ILead Program.

### Personnel Openings

Director Clausen presented two open positions for consideration to hire. On a motion from Faulds and a second from Kalal, a part-time Library Assistant II at \$12.50/hour and a Maintenance Library Assistant at \$12.50/hour were approved unanimously on successive roll call votes and referred to City Council.

Director Clausen referred the matter of a hiring a Library IT / Technician for consideration. On a motion by Faulds and a second by Salinas , the board approved "Hir(ing)

this position through an arrangement with the City's IT department at 50% of the negotiated salary for FY 2014; any staff hours for this position in FY2013 will be at zero cost to the library.”

#### Finance Committee

On a motion by Kalal and a second by Salinas, payables for November 2012 and December 2012 were unanimously approved by roll call vote

#### Building and Grounds Committee

The matters of the pump replacement and electrical problems were referred to committee for action.

#### Policy and Personnel Committee

The matter of reviewing professional positions was referred to committee for action.

#### Technology Committee

The matter of RFID was referred to committee for action.

#### Old Business

No Old Business was taken up.

#### Unfinished Business

The signatories for the Board / Foundation account will be amended to include the current President, Treasurer, Director, and Administrative Assistant.

By appointment of President Chrastka, a Strategic Planning Committee of Faulds, Bambenek, and Brantley is empanelled.

#### New Business, Closed Session, Possible Action

No New Business was taken up. No Closed Session was convened.

#### Schedule of Committee Meetings

Policy & Personnel – 5 March 2013 at 6pm

Building and Grounds – Call of Chair

Ververka – 11 March 2013 at 6pm

Strategic Plan – 25 March 2013 at 7pm

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