

BERWYN PUBLIC LIBRARY BOARD MINUTES

April 20, 2009 Regular Meeting

Library Board Room, Riverside Drive & Harlem Avenue

Call to Order

President John Chrastka called the meeting to order at 7:00 p.m. Present were Members Jill Bambenek, Eileen Pech, Doris Remp, Maria Salinas and Louise Sommese. Members Absent: Roxanne Faulds, Irene Martin and Jerome Pohlen. Also present: Director Bill Hensley and Staff Members: Kathleen Behrendt, Mary Frank, Briana Perlot, Tammy Sheedy.

Agenda

On a motion by Remp, the agenda was unanimously approved as presented.

Minutes

On a motion by Pech, the minutes of the March 16, 2009 regular meeting were approved with the following amendments:

1. The words "by unanimous consent" were inserted in place of "by consensus" to describe the Board's decision to decline participation in a Metropolitan Library System proposal to record patron photographs, signatures and links;
2. The call for a Succession Planning meeting was corrected to reflect that Chrastka would meet with Mayor Michael O'Connor as well as Pat Segel, Human Relations Director.

The Board unanimously approved Pech's motion to reconsider the minutes of February 17, 2009 and Bambenek's motion to correct them to indicate that Bambenek proposed charging a flat rate for Community Room use rather than a stepped fee structure based on the elaborateness of the table set-up.

Correspondence

Chrastka presented a letter from the American Library Association announcing the creation of a new division of the association – ALTAFF, the Association of library Trustees, Advocates, Friends and Foundations.

Director's Report

Pech complimented Brigida Arreola of Youth Services and Kathy Sexton of Outreach Services for their selection for 2009 state training programs for "outstanding librarians." Also cited was the Reference Staff's handling of a 40 percent increase in Employment Center usage occasioned by the recession.

Director Hensley asked the Board to consider discontinuing free out-of-state interlibrary loans of audio visual materials due to the staff time and postage required. The request was referred to the Policy Committee.

Finance Report

On a motion by Treasurer Sommese and a roll call vote, the Board unanimously approved the March payables of \$108,407.41. Sommese reported the Library Board Fund increased by \$75.00 to \$752.94 through the sale of copies of "The History of the Berwyn Public Library."

Buildings and Grounds Committee

Hensley reported the contract to replace HVAC condenser bundles was awarded to CTS Complete Temperature Systems for \$20,000. Because of the impending start of the air conditioning season, the work will be done in the fall.

The Director suggested the Board convene at 6:30 p.m. Monday, June 15, to meet with Space Consultant Fred Schlipf. The regular meeting will start at 7 o'clock.

Remp said the Berwyn Woman's Club will donate a tree to the Library. Hensley suggested the selection of a Star Magnolia.

Policy and Personnel Committee

On a motion by Pech, the Board unanimously approved the revised Meeting Room Policy.

Strategic Planning Committee

Chrastka said he would meet with staff on April 21 to review Plan implementation strategies.

A letter to newly elected public officials is ready for Board review, Chrastka said. The mailing will include descriptions of Berwyn Library governance and resources available to the community.

Search Committee

Bambenek reported an advertisement for the position of permanent Library Director has been submitted to Pat Segel, the city's director of Human Relations. It will be posted on the American Library Association job list and in library schools and professional organizations in Illinois and Wisconsin.

A job description for an interim director will be developed at the next committee meeting.

Unfinished Business

Director Hensley said the city's traffic engineer completed a study of ways to increase safety for pedestrians and vehicles exiting the two Library parking lots along Riverside Drive. Implementation probably will await direction from the new city administration elected in April.

Perlot photographed many of the Board members for a montage on the Library website. The remaining portraits will be completed at the May meeting.

New Business

Hensley said preparations are under way to assure a smooth transition for an interim director.

Closed Session

On a motion by Pech and a unanimous roll call vote, the Board entered closed session at 8:05 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 (2) to discuss the minutes of meetings lawfully closed.

Following discussion, the Board reconvened in open session at 8:49 p.m. and unanimously:

1. On a motion by Salinas, adopted the Board Grievance Policy as presented; and
2. On motions by Pech, approved the minutes of the closed session of the Board meeting of March 16, 2009 and approved for release to the public the minutes of the closed Ad Hoc Succession Planning Committee of March 9.

Committee Meetings

Technology Committee – Saturday, May 1, (time not yet specified).

Policy and Personnel Committee – Call of the chair

Search Committee – Call of the chair.

Adjournment

On a motion by Sommese, the meeting adjourned at 8:52 p.m.

Eileen Pech, Secretary